

SNOHOMISH COUNTY 2003 ADOPTED BUDGET PROGRAM DETAIL TABLE OF CONTENTS

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September 27, 2002

Chair Nelson,
Distinguished Council Members,
Citizens,
County Elected Officials,
County Employees, and
Members of the Press:



YEAR 2003 BUDGET ADDRESS

I began my first term as County Executive with the belief that the citizens of our community deserved an effective, efficient and responsive County government, and that good government is possible if committed and skilled people come together to work as a team.

From the beginning, we were able to assemble a team of talented people who brought fresh ideas, great enthusiasm, and solid core values to this County government. Today, I believe that all County employees demonstrate those same values – the values that define the honor and responsibility of public service. Together we have accomplished a great deal.

When I began, I knew that as a citizen I wanted to feel that I could trust my local government to spend my hard-earned tax dollars wisely to provide the essential basic services for which government exists.

That expectation was my goal from day one, and today, eleven years later, I truly believe we have made great strides in increasing public understanding and trust.

This is the eleventh budget I have submitted to the Snohomish County Council, but it is not my eleventh hour. There is always more to do, and the twenty-five hundred public servants that really run this institution surely are not done. We are always looking for better ways to do our jobs.

The Real Story

Perhaps the real story today is what we are **not** talking about. The headlines of the past year have been filled with truly unpleasant stories of local governments forced

to slash and burn popular and critical programs. Snohomish County has not been in those headlines

Snohomish County government had wisdom and discipline when times were good. When revenues were greater than anticipated, we set aside funds in our General Fund contingency reserve. We recognized that economic activity is cyclical. As a result, we will not have to make major cuts in General Fund services in 2003.

And, in addition to increasing General Fund contingency reserves, over the last few years we have put aside funding to help pay the debt service on major campus building improvements – easing the impact for the future. Before we broke ground on campus earlier this week, we had already set aside over \$23 million for future debt service on the new county jail, records storage, and other campus improvements.

Each year in my budget address I say, "This year's budget preparation experience has been a tough one." It is because government never has the resources to do all that is asked of it. Our funding and initiatives are limited to what taxpayers will provide, and that's how it should be. County government operates in the same economic reality that faces all citizens. And like everyone else, we face a variety of challenges.

- 1. Since 1992, when I became your County Executive, our population has grown by almost 30 percent, placing significantly more demands for service on every department.
- 2. The urbanization that has resulted from that growth has created an expectation for urban levels of service and infrastructure, including public safety, roads and parks to name a few.
- 3. Our regional economy has stalled and our revenues have not kept pace with inflation and population growth, let alone kept up with the increased demands that fall on government in hard times.
- 4. The significant reductions in the motor vehicle excise tax and the passage of Initiative 747 have cut deeply into our revenue base. Property taxes, limited by I-747 to one percent growth, do not to keep up with inflation or the County's population growth.
- 5. County public safety costs continue to escalate. Since 1995, public safety expenditures have increased at a rate of 10 percent per year. Meanwhile, non-public-safety General Fund programs have held their budget increases to 2.6 percent per year, less than the rate of inflation and far below the rate of demand.

6. Unfunded state and federal mandates continue to be a major reason for tight County finances. I say this every year too. "Unfunded mandates" force local governments to set aside local priorities to fund legislative mandates.

We hope that the economic downturn will not be worse than most experts anticipate. If that does not occur, if we have a double-dip recession, or if the regional recession is steeper than anticipated, it will impact our future.

Our Core Values

As we face today's challenges, as we have faced yesterday's tests, we need to remember our strength—a commitment to the long term, a commitment to our core values

Our core values (which are posted in virtually every County office) are Accountability, Service, Integrity, Respect, and Partnership. These core values have guided my administration, and I believe these are the core values of the citizens of Snohomish County. In the spirit of these values and the challenges that we face, I want to emphasize certain fundamental principles that are important to us.

We value prudent fiscal management.

• Taxpayers have a right to expect their officials to manage resources carefully. This budget is evidence of fulfilling that expectation.

We value effective management.

 Our Campus Redevelopment Initiative is an opportunity to not only improve our offices and reduce our facilities costs, but also to improve our efficiency and customer service. We are not afraid to critically examine our operations and push ourselves to perform better.

We value our natural environment.

 Part of what makes Snohomish County special is our environment. Citizens and businesses recognize that protecting the environment is good citizenship for today and good business for tomorrow.

We value Public Safety.

• The Sheriff, Clerk, Prosecuting Attorney, Courts, Jail, and Juvenile Justice systems work together to ensure the safety of our citizens. We have invested in better systems and more staff with the intent of increasing the sense of safety for all citizens.

We value Human Services.

• We can never turn our back on those in need because it isn't right and it isn't prudent.

We value business.

• Without a healthy economy, all of us suffer. We know the best way to attract and retain family wage jobs is to maintain a strong partnership with the business community.

The budget that I am sending to Council supports these values. It works toward greater efficiency and better service to our citizens. And, it is a budget that depends upon all of us working together.

Working Together

Government does not work in a vacuum. For efficiency and effectiveness we rely on partnerships with the State, with cities, fire districts, and countless other governmental entities, both individually and through organizations such as Snohomish County Tomorrow. Our partnership with Everett, for example, has made the Campus Redevelopment Initiative possible.

We also depend upon partnerships with businesses and business organizations. Boeing is a critical partner and the Economic Development Council helps us understand the needs of businesses, large and small. To give you an example of how fundamental teamwork between the County and business is, private contractors will perform ninety-five percent of the actual construction of new roads in our six-year Transportation Improvement Plan.

We are committed to supporting and recruiting businesses that provide family wage jobs by improving our regulatory and policy climate, and by focusing on competitiveness, on building sound infrastructure, on emphasizing high quality and healthy communities because it helps employers and their employees grow and prosper. Competitiveness now takes place on a regional and global stage. We need to support and not impede our businesses in this new economy.

I want to say something about the Boeing Company and its presence in our region. This might seem a bit unusual to talk about a private company in a public budget speech. But, to me, there is a direct and compelling connection between our work to build healthy, high quality communities and the decisions that will be made by the Boeing Company in the next year or so. Boeing is going to decide whether and where to build its next generation of airplanes. Many of you have heard it called the Sonic Cruiser, which simply means a faster and more efficient airplane. We want this new plane to be built here – in Snohomish County at our Paine Field Airport! My administration is absolutely dedicated to do everything within our powers to help the company say "yes" to Snohomish County.

And most importantly, we work closely with citizens throughout the County. Whether members of County appointed commissions, part of our volunteer search and rescue team, volunteers at the fair, partners with our Human Services Department in helping those in need, or giving of themselves through countless other County government programs, we depend upon the insights and wisdom of citizens to meet the challenges of today and to seize opportunities for the future. Without the generous contributions of time and energy from these volunteers, there is no way that we could continue to provide the current level of service to the County. To those volunteers who generously make this County a better place, a heart-felt thank you!

Challenging the Skeptics

Government always functions in a spotlight of public scrutiny, and that's how it should be. Constructive criticism is greatly valued. Self-serving cynicism is ... well, self-serving.

Often those who chronically disparage government do not understand what it does or how it works, or they don't care. Clearly, we must do a better job of explaining what government is expected to do. Clearly, we must also be accountable for our successes and failures.

- To those who would "downsize" much of what we do, we need to better communicate who it is we serve, and what would be the long-term costs if those services were substantially reduced.
- To those who think we have too many parks, I suggest they look into the future and consider what this County will be like in 20 years if we cut costs today and stop investing in future parklands.
- To those who suggest "jail time" is "easy time," I suggest you learn what jail is really like. Come and see for yourself. We give tours.
- For those who believe we waste money on human services, I suggest you learn how a small amount of local taxes accomplishes so much. And, they need to learn who benefits our neighbors, the elderly, the young, and our veterans and what a difference it can make. When we help those in need, we help our community become a better place for all of us.
- To those who believe the County can function efficiently without cooperation between local governments and organizations, I say it is time to recognize the dynamics and benefits of our regional economy. The regional leadership role that we have earned is an important part of our investment in the future.

- To those who suggest we abandon efforts to teach people about the effects of polluting our streams and surface waters, I suggest you study the economics of paying to reclaim polluted waters tomorrow.
- For those who do not understand the difference between our General Fund dollars that are discretionary, and the vast majority of funds we receive for which the use is restricted by law, it is time to learn the difference.

Budget Overview

The 2003 proposed budget does not include major new initiatives. This budget carries forward and completes plans already begun and relies on our push for better and more efficient customer service.

The Year 2003 budget totals \$659 million, just over three percent more than the 2002 budget. Total County staffing is projected to decrease by 25 positions.

The 2003 recommended General Fund budget is \$165 million, a two and a half percent increase over the 2002 budget. General Fund staffing is projected to decrease by 7 positions. If one were to exclude the additional positions added to the Sheriff's budget, the general fund actually includes a net reduction of 14 positions.

Public safety expenditures by the General Fund have increased by almost four percent over the 2002 budget. Public safety is now 68.3 percent of total General Fund expenditures. But the feature that stands out is that there are actually fewer General Fund budgeted expenditures for non-public-safety programs than were in the 2002 budget! This means that there for 2003, this budget includes a fewer General Fund dollars for Human Services, Planning, Parks, and Governmental Services than was appropriated for 2002.

As we did in the 2002 General Fund budget, we have again taken base reductions in General Fund programs in excess of one percent. While I don't have space here to detail these reductions, let me assure you that they are a significant part of the 2003 budget solution. I know that the impact within departments is significant.

Year 2003 Budget Initiatives

In the 2003 budget, we are not doing a lot of new things, but we are doing a lot of things better and more efficiently – stretching our financial resources even further. I want to tell you about our specific budget plans in the four major areas of County focus: Public Safety; Human Services; County Development and Infrastructure; and Administrative and Governmental Programs.

Public Safety

In 2003, we are not only investing more dollars in Public Safety, we are stretching our investments further.

- This budget includes a jail population cap that will limit the numbers of inmates we house in our current jail. This cap will reduce costs and increase safety. The greatest savings will come from reductions in overtime, currently incurred when the prisoner population runs over staffing thresholds requiring the addition of more officers. With this cap, safety and security for staff and inmates will also be improved.
- In 2003, the reorganization of the District Court will be complete. Over the past five years, the District Court has made major changes in its structure while improving its effectiveness. For the 2003 Budget, the Court has offered substantial cuts due to this reorganization.
- Last year our budget included the beginnings of a public safety technology and workflow integration project designed to streamline and coordinate the workflow across departments throughout our County public safety system. The 2003 budget continues that investment.
- In 2003, the jail construction will be one of our most important County projects. This budget continues to set aside the necessary resources from the General Fund and Real Estate excise taxes to make bond debt payments.

The largest departmental increase within the General Fund budget is in the Sheriff's budget. While the overall General Fund increase is \$4 million over the 2002 adopted budget, the increase for the Sheriff's Office represents \$3.6 million – 90 percent of the overall increase. This is a large increase, but one I consider a critical response to the safety concerns of our citizens.

- Our recommended budget adds two additional detectives for fraud and forgery crimes and two additional detectives for the Special Investigations Unit that handles crimes against children.
- It includes a new Sheriff's Office motorcycle unit staffed by six officers who will provide traffic enforcement in urban neighborhoods.
- The County continues to invest in an 800 Megahertz communication system that will be the cornerstone of public safety systems in this County for decades to come.
- In 2003, we will expand a pilot program that leverages Sheriff deputies by providing wireless technology that enables each deputy to increase effectiveness while are on the job. This Public Safety Integration Project lays the foundation for the Sheriff's staff to have quick access and connectivity to law enforcement information from multiple sources, allowing staff to respond more quickly, thus enhancing public safety.

- The Sheriff's budget grows by over \$1 million in the areas of risk management and worker compensation. These areas represent future opportunities for the Sheriff's Office reduce accidents and lawsuits and these funds can be freed to hire additional deputies.
- The Sheriff Office has proposed, and this budget includes, an alarm fee on home alarm systems that send out calls for deputy responses. These fees fund many of the 2003 Sheriff's Office budget appropriation increases.
- In 2003, we will also complete construction of the building that will house Sheriff's evidence storage. This project will increase security of evidence storage and reduce the staffing necessary to manage the evidence inventory. The budget also includes funding and plans to begin construction in 2003 on a much needed shooting range and a vehicle impound lot.

Human Services

2002 has been a year in which many people have lost their jobs. It has also been a year when the Federal and State governments have cut services to people in need. The burden has fallen to us, and this county has a tradition and a responsibility to help our neighbors who have lost the basic needs many of us take for granted.

We have not cut back on this funding. The 2003 budget continues critical programs that carry forward the partnerships that have helped many County citizens.

Our Human Services Department has established a business paradigm of leveraging county contributions with Federal, State, and private grants. This allows us to stretch our resources to create a meaningful safety web for the citizens of this County. In 2002, for every dollar that the county invests, the Human Services Department brings in nine dollars from federal, state and private sources.

- Project Self Sufficiency is one example of a wise investment. This program assists parents of low-income families in becoming economically self-sufficient. Seventy percent of the program's participants have become employed, resulting in a \$4 million savings in public assistance costs.
- Another example is the Veteran's Assistance program that provides temporary financial relief to low-income veterans and their families, targeting veterans' health, housing and employment, and steering clients to local and state veterans' services. Some 65,000 veterans call Snohomish County home, one of the largest veteran populations in the state, and the numbers seeking assistance continue to increase.

- Family members, friends and neighbors provide most or all of the care that disabled and frail adults receive, and they do so without pay. The Family Caregiver Support Initiative helps family caregivers by providing support, training and respite.
- The Drug Court program benefits public safety, but is really about helping people. The 2003 budget adds \$200,000 to fund contracted services for outpatient treatment to admit at least 83 new participants into this successful program. Drug Court is effective in breaking the recurring cycle of conviction, punishment, and re-offense through its focus on treatment, intervention, accountability and support.

County Development and Infrastructure

The growth in this County during my tenure has offered challenges and opportunities in the areas of County development and infrastructure.

- This budget supports the Economic Stimulus Plan that the Council and I agreed to earlier this year. It will focus on county actions that could make a difference to our economy.
- On the long-range planning side, the ten-year Growth Management plan update will dominate the attention of the Planning Department and Council in 2003.
- This budget includes a reduction of 16 permit staff in the Planning Division. It is the second year in a row this department will reduce staff to reflect reductions in permit activity and fee revenue.
- This budget includes reimbursement from King County of the cost the County will incur in its review of South County impacts of the proposed Brightwater wastewater treatment facility. We must be responsive to community concerns and needs. Snohomish County will do everything in its power to make sure that the Brightwater siting process is objective and fair.
- After a complex engineering and permitting process, we are excited about construction next year of the next phase of the Centennial Trail. This effort will add nine additional miles to the existing seven-mile trail, connecting Lake Stevens to Arlington.
- We expect the Lake Stevens Community ball fields to also go to construction in 2003. The Parks Department will also be designing and engineering the Willis Tucker Community Park, Martha Lake Airport Community Park, and Lake Goodwin Community Park.
- The Surface Water Management budget reflects an increased emphasis on drainage needs within unincorporated Urban Growth Areas. The Surface Water budget also includes several recommendations made by the diligent citizen volunteers on the Surface Water Management Advisory Committee.

• The budget includes a fee increase for Surface Water Management that will be charged in urban growth areas. This new approach recognizes the greater costs associated with Urban Growth Areas and underscores that drainage needs must be met in order to cope with the intense growth that this County has experienced and will continue to experience.

An issue that is not specifically addressed in the budget that could significantly impact the budget is Initiative 776. If approved, Initiative 776 would repeal the annual \$15 registration fees paid by motorists in four counties, including Snohomish County. If successful, this initiative would be the second major hit in two years on county and city transportation projects. Initiative 776 would cut our six-year transportation improvements by fifty million dollars! Passage of Initiative 776 would leave us with the dilemma of responding to citizens' demands for road improvements when the same citizens cut our budget for those improvements. The combined impact of I-776 and I –747 would reduce the size of our six-year transportation improvement plan by \$107 million!

Administrative Programs

Governmental and administrative programs support the County's day-to-day basic business functions. Our obvious challenge in this area is to provide better service for less cost

- In 2003, we are recommending that the Assessor's Office implement an annual revaluation cycle to eliminate the large property valuation changes that occur with the current once-every-four-years revaluation. Changes in property valuation (and taxes) would be more gradual and would provide better predictability for both taxpayers and taxing districts. Four new positions to implement this change are in the budget.
- A variety of new initiatives addressing electronic commerce and online transaction capability are funded for 2003. These initiatives will result in better access to more information for our citizens. In addition, efforts in document management and imaging are better positioning information for electronic delivery and cost effective internal processing.
- In 2003, as I have noted, our Campus Redevelopment Initiative will move forward rapidly. The new County parking garage will be completed in 2003 and the ground will be broken for a new administration building. Both will be funded completely from monies that would have otherwise been spent on office rentals
- In 2002, Human Resource staff began to define the requirements for a new information system that will automate the hiring process, eliminate manual systems, and help all departments operate more efficiently.

• The Treasurer's Office is also initiating a new public service – the delivery of passport services. A portion of the revenue created by this program will fund additional help needed to address the increased workload of building lot segregations in the Treasurer's Office.

Corrections Sales Tax

Less than two weeks ago, the voters of this County narrowly turned down our request for a jail sales tax that would have enabled this County to fund the operation of the new jail. I have already communicated to the Council our desire to work with them in putting this issue in front of the voters again in 2003. We also need to start working with the Council in putting together a plan to be implemented in 2004 that would allow the County to operate the jail expansion if we are not successful in passing the jail sales tax.

Make no mistake about it – absorbing the additional cost of this jail expansion without additional revenues would require fundamental shifts in how we do business. The discussion of how we might change our budget as well how the County operates in the future must be deliberate, open and inclusive. Because more than two-thirds of our County General Fund budget supports public safety, these program cuts will directly impact law and justice services.

Closing Comments

As I have said, this budget sets the stage for even better performance by the County government in future years.

When I began to assemble this team eleven years ago, I wanted this government to be good stewards of the County for its citizens. While I expected to address the growth, safety, and quality of life issues facing the County, I also wanted to build for the future, so that future generations will be able to find good family wage jobs in this County and to enjoy the urban and rural qualities of this community.

As a team, we wanted to improve our roads, build new parks, protect the environment, do what was necessary to protect the safety of our citizens, and stretch every dollar of revenue for maximum benefit through sound planning and good fiscal management.

Sometimes when I am discouraged, I look at all that we have accomplished working together with residents and businesses, with our cities, and, most importantly, with our very fine County employees. I am pleased by what we have done and continue to do.

As I conclude today, I want to thank the County team, including every line employee, every supervisor, every senior manager, and every County elected official. This team also includes bargaining unit representatives, contractors, and vendors. It includes all County citizens, whether they are active in governmental circles or not. Our team includes city government officials and leaders of the fire districts, local utilities, and other governmental organizations that work with us on a day-to-day basis. And our team includes our partner businesses, from some of the largest companies in the world to the small business people who are the heart and soul of our mighty economy.

This is a sound budget. It follows through in a fiscally responsible manner on commitments made by this administration over the past eleven years. It responds to the diverse needs that we as a County must embrace – to meet today's challenges – and to prepare for tomorrow's opportunities.

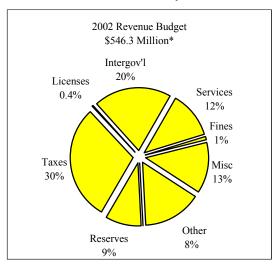
This then is today's headline: In Snohomish County Government Works.

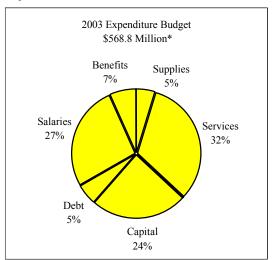
Thank you.

Robert J Drewel County Executive

This is the completed text of the Year 2003 Budget Address delivered by Bob Drewel on Friday, September 27, 2002.

EXHIBIT 1: ALL FUNDS SUMMARY REVENUES, EXPENDITURES, AND FUND BALANCE



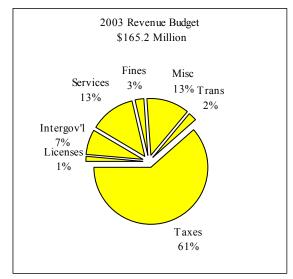


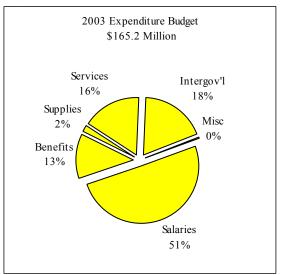
Item	2001	2002	2003	\$Change	%Change
	Actual	Budget	Budget	02 Budget	02 Budget
Revenues		· ·	, in the second second	J	
Taxes	\$157,980,992	\$160,886,244	\$168,968,729	\$8,082,485	5.02%
Licenses And Permits	2,069,753	1,990,202	1,999,761	9,559	0.48%
Intergovernmental Revenue	94,231,921	120,663,794	113,446,573	(7,217,221)	(5.98%)
Charges For Services	61,098,072	70,911,527	67,667,494	(3,244,033)	(4.57%)
Fines And Forfeits	4,272,442	4,106,505	4,418,559	312,054	7.60%
Miscellaneous Revenues	78,859,195	75,589,819	74,232,655	(1,357,164)	(1.80%)
Other Revenues	173,262,190	60,101,100	85,712,884	25,611,784	42.61%
Sub-Total Revenues	571,774,565	494,249,191	516,446,655	22,197,464	4.49%
Decrease (Increase) in Fund	(152 979 976)	56 525 560	50 247 572	(4.107.007)	(7.410/)
Balance	(152,878,976)	56,535,560	52,347,573	(4,187,987)	(7.41%)
Total Revenues*	\$418,895,589	\$550,784,751	\$568,794,228	\$18,009,477	3.27%
Expenditures					
Salaries And Wages	\$137,402,709	\$149,157,986	\$151,845,558	\$2,687,572	1.77%
Personal Benefits	34,207,903	33,578,492	37,495,680	3,917,188	10.45%
Supplies	15,129,332	26,394,733	27,271,440	876,707	3.21%
Other Services & Charges	142,996,418	184,859,335	183,833,655	(1,025,680)	(0.56%)
Capital Outlays	72,457,369	119,698,618	138,141,737	18,443,119	13.35%
Debt	16,701,858	28,619,353	30,206,158	1,586,805	5.25%
Total Expenditures*	\$418,895,589	\$542,308,517	\$568,794,228	\$26,485,711	4.88%

^{*}Interfund Transfers and Interfund Payments that are eliminated in the detail above to provide a "Consolidated" County Statement. In effect, transactions within the County which increase total overall revenues and expenses are eliminated. The effect of eliminating these transactions is shown below.

Total Expenditures/Revenues	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget
Before elimination of					
Interfund Transactions	\$564,406,124	\$638,750,475	\$658,997,632	\$20,247,157	3.17%
After elimination of Interfund					
Transactions	\$418,895,589	\$542,308,517	\$568,794,228	\$26,485,711	4.88%
Net Effect of Elimination	\$145,510,535	\$96,441,958	\$90,203,404	(\$6,238,554)	NA

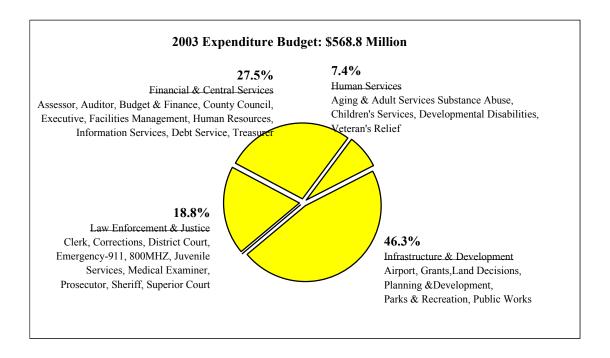
EXHIBIT 2: GENERAL FUND REVENUES, EXPENDITURES, AND FUND BALANCE





Item	2001	2002	2003	\$Change	%Change
	Actual	Budget	Budget	02 Budget	02 Budget
Revenues					
Taxes	\$93,511,454	\$96,217,938	\$100,269,958	\$4,052,020	4.21%
Licenses And Permits	2,069,753	1,990,202	1,999,761	9,559	0.48%
Intergovernmental Revenue	12,638,297	10,986,158	11,933,986	947,828	8.63%
Charges For Services	20,814,052	20,796,248	21,993,263	1,197,015	5.76%
Fines And Forfeits	3,669,194	3,850,589	4,162,311	311,722	8.10%
Miscellaneous Revenues	15,945,903	12,903,211	11,757,819	(1,145,392)	(8.88)%
Non-Revenues	168,264	170,968	516,139	345,171	201.89%
Disposition Of Fixed Assets	99,650	190	190	0	0.00%
Operating Transfers In	3,530,945	4,479,805	3,470,332	(1,009,473)	(22.53)%
Sub-Total Revenues	152,447,512	151,395,309	156,103,759	4,708,450	3.11%
Decrease in Fund Balance	0	9,165,720	9,052,833	(112,887)	(1.23)%
Total Revenues	\$152,447,512	\$160,561,029	\$165,156,592	\$4,595,563	2.86%
Expenditures					
Salaries And Wages	\$74,841,274	\$79,747,543	\$82,360,111	\$2,612,568	3.28%
Personal Benefits	19,144,119	18,659,669	21,098,266	2,438,597	13.07%
Supplies	3,683,538	3,628,279	3,492,148	(136,131)	(3.75)%
Other Services & Charges	24,350,158	29,249,467	27,240,457	(2,009,010)	(6.87)%
Intergovernmental Services	13,794,782	12,192,416	10,853,585	(1,338,831)	(10.98)%
Capital Outlays	629,727	267,994	411,843	143,849	53.68%
Interfund Payments	17,342,194	16,815,661	19,700,182	2,884,521	17.15%
Total Expenditures	\$153,785,792	\$160,561,029	\$165,156,592	\$4,595,563	2.86%

EXHIBIT 3: EXPENDITURES BY MAJOR PROGRAM TYPE



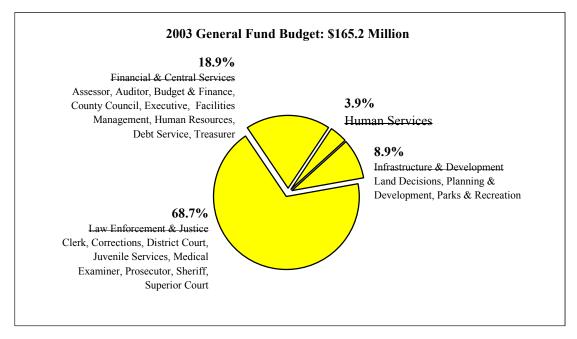
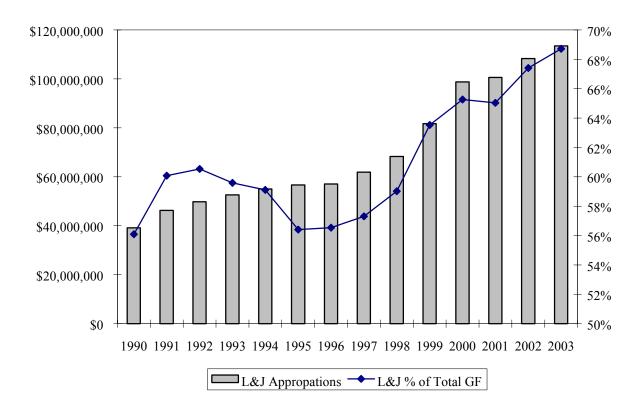


EXHIBIT 4: GENERAL FUND LAW AND JUSTICE APPROPRIATIONS 1990 - 2003

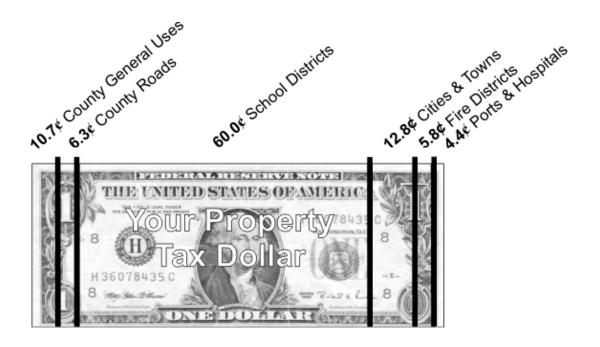




This chart tracks the change in Law and Justice Appropriations by the County General Fund between the years of 1990 and 2003. It includes both the amount appropriated to law and justice departments and the percentage of the total General Fund appropriation.

2000 Law and Justice expenditures have been adjusted to include capital contributions appropriated for the expanded County jail. These amounts originally had not been included as part of the calculation.

EXHIBIT 5: DISTRIBUTION OF PROPERTY TAX DOLLAR



The exhibit above shows the portion of property tax dollars different governmental entities receive. Snohomish County receives 17.0%, broken into two parts:

- 1.) A 10.7% share paid by all County residents. This finances regional services such as the court system, prosecutors, elections, treasurer, medical examiner, and regional parks.
- 2.) A 6.3% share paid by residents who live in unincorporated areas of the County for repair, maintenance, and construction of roads, bridges, and other forms of surface transportation.

The source for this information was the Snohomish County Assessor's Annual Report for 2002 Taxes.

EXHIBIT 6: HISTORICAL BUDGET COMPARISON BY DEPARTMENT

Department	2001	2002	2003	\$Change	%Change
1	Actual	Budget	Budget	02 Budget	02 Budget
Executive	1,669,961	1,816,593	1,918,443		
Legislative	2,377,824	2,326,268	2,472,778		
Land Decisions	206,688	229,284	241,255		5.22%
Hearing Examiner	709,021	363,589	421,486	57,897	15.92%
Legislative/Executive	4,963,494	4,735,734	5,053,962	318,228	6.72%
Superior Court	5,815,444	5,817,453	6,093,283		
District Court	6,300,872	6,274,206	6,567,653		
Judicial	12,116,316	12,091,659	12,660,936	569,277	4.71%
Sheriff	34,010,101	34,461,534	37,885,571	3,424,037	
Prosecuting Attorney	13,995,973	14,847,316	15,636,537		5.32%
Office of Public Defense	3,588,959	3,778,565	4,238,884		
Medical Examiner	1,472,933	1,515,771	1,569,019	53,248	3.51%
Juvenile Services	14,191,499	13,921,730	15,614,625	1,692,895	12.16%
Clerk	4,950,460	5,593,943	5,979,758	385,815	6.90%
Corrections	22,759,113	23,473,621	23,522,966	49,345	0.21%
Law Enforcement	94,969,038	97,592,480	104,447,360	6,854,880	7.02%
Human Services	16,223,497	17,498,876	18,934,421	1,435,545	8.20%
Planning	29,171,216	47,741,802	43,645,691	(4,096,111)	(8.58%)
Parks And Recreation	40,771,468	33,711,821	27,983,007	(5,728,814)	(16.99%)
Pass-Through Grants	25,884,660	32,721,480	30,790,256	(1,931,224)	(5.90%)
Other Community Services	112,050,841	131,673,979	121,353,375	(10,320,604)	(7.84%)
County Road	71,849,117	96,527,883	103,510,865	6,982,982	7.23%
River Management	1,449,890	2,749,130	1,695,822	(1,053,308)	(38.31%)
Grant Control	12,375	31,894	33,300	1,406	4.41%
Public Works Facility Construction	19,597	11,200,000	1,466,459	(9,733,541)	(86.91%)
Transportation Mitigation	9,480,145	8,754,000	11,950,365	3,196,365	36.51%
Solid Waste Management	46,489,243	71,395,628	60,951,424	(10,444,204)	(14.63%)
Surface Water Management	13,282,123	21,074,962	13,744,337	(7,330,625)	(34.78%)
Equipment Rental and Revolving	12,227,423	17,489,245	18,880,348	1,391,103	7.95%
Pit and Quarries	1,943,261	600,482	601,247	765	0.13%
Public Works	156,753,174	229,823,224	212,834,167	(16,989,057)	(7.39%)
Airport	12,712,404	20,987,912	12,878,127	(8,109,785)	(38.64%)
Airport	12,712,404	20,987,912	12,878,127	(8,109,785)	(38.64%)
Assessor	5,323,741	5,467,356	5,768,615	301,259	5.51%
Auditor	5,946,597	6,116,697	6,675,536	558,839	9.14%
Budget & Finance	9,036,982	9,553,422	10,597,402	1,043,980	
Human Resources	21,922,069	22,422,621	25,813,745		
Information Services	18,055,007	16,671,977	21,155,521		
Facilities Management	66,480,178	32,580,890	72,074,855		
Treasurer	2,785,796	2,856,760	3,032,503		
Administrative Services	129,550,370		145,118,177	49,448,454	
Nondepartmental	29,257,801	38,937,435	33,232,604		
Debt Service	12,032,684	28,423,370			
Other	41,290,485	67,360,805	55,808,594		
Grand Total	564,406,122	659,935,516			
Orang I Villi	301,700,122	057,755,510	070,134,070	10,217,102	1.55/

^{*}The grand total reflects all recommended appropriations. Exhibit I nets increases and decreases to fund balance for all funds into one line item. This report shows a larger total expenditure because it does not. Included in this report are items that are an expense to more than one fund. For example, employee health benefits are an expense to all funds that have employees as well as an expense for the Insurance Fund which is an internal service fund which pays our vendors. Exhibit 1 excludes this double counting.

EXHIBIT 7: DEPARTMENT 2003 BUDGET BY FUND SOURCE

Item	2003 Budget	General Fund	REET	Special Revenue	Enterprise	Internal Service	Other Funds
Executive	1,918,443	1,918,443	0	0	0	0	0
Legislative	2,472,778	2,472,778	0	0	0	0	0
Land Decisions	241,255	241,255	0	0	0	0	0
Hearing Examiner	421,486	421,486	0	0	0	0	0
Legislative/Executive	5,053,962	5,053,962	0	0	0	0	0
Superior Court	6,093,283	6,093,283	0	0	0	0	0
District Court	6,567,653	6,567,653	0	0	0	0	0
Judicial	12,660,936	12,660,936	0	0	0	0	0
Sheriff	37,885,571	36,003,879	0	1,881,692	0	0	0
Prosecuting Attorney	15,636,537	11,355,985	0	3,188,060	0	1,092,492	0
Office of Public Defense	4,238,884	4,238,884	0	0	0	0	0
Medical Examiner	1,569,019	1,569,019	0	0	0	0	0
Juvenile Services	15,614,625	11,863,366	0	3,751,259	0	0	0
Clerk	5,979,758	5,979,758	0	0	0	0	0
Corrections	23,522,966		0	633,733	0	0	0
Law Enforcement	104,447,360	93,900,124	0	9,454,744	0	1,092,492	0
Human Services	18,934,421	3,211,551	0	15,722,870	0	0	0
Planning	43,645,691	3,686,871	0	39,958,820	0	0	0
Parks And Recreation	27,983,007	7,798,038	3,998,360		0	0	3,617,078
Pass-Through Grants	30,790,256	0	0		0	0	0
Other Community Services	121,353,375	14,696,460	3,998,360	99,041,477	0		3,617,078
County Road	103,510,865	0	0	103,510,865	0	,	0
River Management	1,695,822	0	400,000		0	0	0
Grant Control	33,300	0	00,000	33,300	0	0	0
Public Works Facility		O	O		U		O
Construction	1,466,459	0	0	1,466,459	0	0	0
Transportation Mitigation	11,950,365	0	0	11,950,365	0	0	0
Solid Waste Management	60,951,424	0	0	0	60,951,424	0	0
Surface Water Management	13,744,337	0	3,300,000	0	10,444,337	0	0
Equipment Rental and Revolving	18,880,348	0	0	0	0	18,880,348	0
Pit and Quarries	601,247	0	0	0	0		0
Public Works	212,834,167	0	3,700,000	118,256,811	71,395,761		0
Airport	12,878,127	0	0	0			0
Airport	12,878,127	0	0	0	12,878,127	0	0
Assessor	5,768,615	5,768,615	0	0	0		0
Auditor	6,675,536	5,890,075	0	785,461	0	0	0
Budget & Finance	10,597,402	3,342,165	0	0	0	7,255,237	0
Human Resources	25,813,745	1,931,788	0	0	0		0
Information Services	21,155,521	1,751,760	0	0	0		
Facilities Management	72,074,855	6,201,331	1,402,873	0	0	17,839,340	64,470,651
Treasurer	3,032,503	3,032,503	1,702,073	0	0	Ĭ.	07,770,031
Administrative Services	145,118,177	26,166,477	1,402,873	785,461	0		67,786,632
Nondepartmental	33,232,604	12,678,633				+0,9/0,/34	07,700,032
_		12,078,033	3,879,805	10,074,100	0	0	22 575 000
Debt Service	22,575,990	10 (70 (22	2 970 905	16.674.166	0		22,575,990
Other	55,808,594	12,678,633	3,879,805	16,674,166	0		22,575,990
Grand Total	670,154,698	165,156,592	12,981,038	244,212,659	84,273,888	69,550,821	93,979,700

EXHIBIT 8: FIVE YEAR GENERAL FUND PROJECTION

	Projected	Budget	Projected	Projected	Projected	Projected	Projected	Growth
	2002	2003	2004	2005	2006	2007	2008	Rate
REVENUES:	9/30/02							
Use of Fund Balance	2,059,945	9,052,833	1,651,566	1,772,456	1,872,982	1,938,766	2,007,017	n/a
Taxes	97,935,928	100,269,958	104,280,756	108,451,987	112,790,066	117,301,669	121,993,735	4.0%
Use of New Jail Revenue	-	-	8,411,502	12,506,270	12,927,115	13,387,606	13,889,924	n/a
Licenses & Permits	1,929,728	1,999,761	2,099,749	2,204,737	2,314,973	2,430,722	2,552,258	5.0%
Intergovernmental	12,098,704	11,933,986	12,530,685	13,157,220	13,815,081	14,505,835	15,231,126	5.0%
Charges for Service	20,858,854	21,993,263	23,092,926	24,247,572	25,459,951	26,732,949	28,069,596	5.0%
Fines & Forfeits	4,436,038	4,162,311	4,370,427	4,588,948	4,818,395	5,059,315	5,312,281	5.0%
Miscellaneous	12,667,981	12,273,958	14,643,045	16,278,410	17,141,165	18,049,647	19,006,278	5.3%
Interfund Transfers	4,466,366	3,470,522	3,539,932	3,610,731	3,682,946	3,756,605	3,831,737	2.0%
REVENUE TOTAL	156,453,544	165,156,592	174,620,589	186,818,330	194,822,674	203,163,113	211,893,953	6.0%
EXPENDITURES:								
Salaries & Wages	77,608,714	82,360,111	84,553,361	87,681,835	90,926,063	94,290,327	97,779,069	3.7%
Personnel Benefits	18,159,217	21,098,266	21,806,324	22,765,802	23,767,497	24,813,267	25,905,051	4.4%
Supplies	3,530,969	3,492,148	3,567,858	3,682,029	3,799,854	3,921,449	4,046,936	3.2%
Other Services & Charges	28,464,996	27,240,457	27,777,094	28,610,407	29,468,719	30,352,781	31,263,364	3.0%
New Jail Expense	0	-	8,711,502	13,106,270	13,827,115	14,587,606	15,389,924	n/a
Intergovernmental Charges	11,865,415	7,890,585	8,087,850	8,290,046	8,497,297	8,709,729	8,927,473	2.5%
Capital Outlays	260,806	3,374,843	3,465,451	3,500,106	3,535,107	3,570,458	3,606,163	1.0%
Interfund Payments	16,563,426	19,700,182	19,276,186	19,661,709	20,054,944	20,456,042	20,865,163	2.0%
EXPENDITURE TOTAL	156,453,543	165,156,592	177,245,625	187,298,204	193,876,596	200,701,660	207,783,143	n/a
FUND BALANCE CHANGE:								
Revenues - Expenditures	0	0	(2,625,037)	(479,874)	946,078	2,461,452	4,110,810	n/a

This table represents a high level projection of Snohomish County General Fund revenue and expense.

- In general, the projection does not reflect specific strategic plans or trend changes occurring on a year-by-year basis.
- The model includes an assumption of gross FTE reductions of 1% in 2004. It includes similar 1% reductions in *supplies* and *other services and charges* in that year. This assumption reflects a commitment for an executive management plan to accomplish these cost.
- Future year "Use of Fund Balance" is based upon an assumption at 1.0% of prior year appropriated expenditures.
- The model assumes a jail sales tax is passed by voters in 2003. If the jail sales tax is not passed by voters, major programmatic adjustments will need to occur which would significantly affect this five-year plan.
- It includes no specific changes in pension contributions levels.
- It assumes a stronger economy in 2004, that 50% of the interest revenue reduction that occurred in 2002 is recouped in 2004 and 25% in 2005.
- The projection shows that the County's General Fund is financially vulnerable to significant changes in revenue or expenditure levels. Rapid expansion of expenditures due to inflation, unfunded mandates, or new commitments would force reductions in other planned expenditures or create deficits.

EXHIBIT 9: STAFFING CHANGES BY DEPARTMENT

Department	2001 Budget	2002 Budget* **	2003 Budget	# Change 02 Budget	% Change 02 Budget
Executive	15.000	16.000	16.000	0.000	0.00%
Legislative	21.900	20.900	21.900	1.000	4.78%
Land Decisions	2.875	2.875	2.875	0.000	0.00%
Hearing Examiner	3.750	3.750	3.750	0.000	0.00%
Legislative/Executive	43.525	43.525	44.525	1.000	2.30%
Superior Court	57.000	57.000	58.000	1.000	1.75%
District Court	86.000	87.000	83.000	-4.000	(4.60%)
Judicial	143.000	144.000	141.000	-3.000	(2.08%)
Sheriff*	306.000	316.000	323.000	7.000	2.22%
Prosecuting Attorney	169.000	171.000	171.000	0.000	0.00%
Office of Public Defense	6.500	6.500	6.500	0.000	0.00%
Medical Examiner	13.000	13.000	13.500	0.500	3.85%
Juvenile Services	181.600	180.850	182.350	1.500	0.83%
Clerk	82.800	83.300	83.300	0.000	0.00%
Corrections**	276.100	263.600	271.600	8.000	3.03%
Law Enforcement	1035.000	1034.250	1051.250	17.000	1.64%
Human Services	134.638	136.013	139.113	3.101	2.28%
Planning	239.125	217.129	197.425	-19.704	(9.07%)
Parks And Recreation	69.100	71.600	69.600	-2.000	(2.79%)
Other Community Services	442.863	424.741	406.138	-18.603	(4.38%)
Public Works	644.500	674.250	658.250	-16.000	(2.37%)
Public Works	644.500	674.250	658.250	-16.000	(2.37%)
Airport	41.000	46.000	47.000	1.000	2.17%
Airport	41.000	46.000	47.000	1.000	2.17%
Assessor	69.000	71.000	69.850	-1.150	(1.62%)
Auditor	50.000	48.000	48.000	0.000	0.00%
Budget & Finance	40.875	39.875	39.875	0.000	0.00%
Human Resources	19.875	21.500	21.000	-0.500	(2.33%)
Information Services	86.500	97.500	102.500	5.000	5.13%
Facilities Management**	36.000	39.000	38.300	-0.700	(1.79%)
Treasurer	32.000	33.000	32.500	-0.500	(1.52%)
Administrative Services	334.250	349.875	352.025	2.150	0.61%
Nondepartmental	2.000	2.000	8.000	6.000	300.00%
Other	2.000	2.000	8.000	6.000	300.00%
Grand Total	2686.138	2718.641	2708.188	-10.453	(0.38%)

^{* 2002} Budget is adjusted to include 2002 mid-year appropriation of four sheriff deputy positions.

^{** 2002} budget is adjusted to reflect the 2003 organizational transfer of 4.5 Corrections Department full-time equivalent maintenance staff to the Facilities Department.

EXHIBIT 10: BUDGET COMPARISON BY FUND

General Fund	Fund	2001	2002	2003	\$Change	%Change
General Fund	Canaral Covarnmental	Actual	Budget	Budget	02 Budget	02 Budget
Special Revenue Funds		153 785 793	160 633 718	165 156 592	4 522 874	2.82%
Special Revenue Funds				, ,		
County Road 71,849,117 96,527,883 103,510,865 6,982,982 72,394 River Management 1,449,890 0 0 0 0 0 0 0 0 0						
River Management 1,449,890 2,749,130 1,695,822 (1,053,308) (38.31%) Revenue Stabilization 0 869,904 0 0 (869,904) (100,00%)						,
Revenue Stabilization	River Management	1,449,890	2,749,130	1,695,822		(38.31%)
Corrections Commissary		3,439	0	0	0	
Convention and Performing Arts Crime Victims Witness 264,648 322,924 333,827 (725,498) (26,72%)		-		0		
Crime Victims/Witness 264,648 322,824 333,824 11,000 3.41%						
Human Services Programs 38,935,118 47,228,656 46,302,226 936,430 (1.98%) Search and Rescue Helicopter 0 2,000 2,000 0 0,00% Arrson Investigation and Equipment 1,633 2,530 9,300 6,48% 2,988,193 0 0,00% 33,700 6,48% 2,988,193 0 0,00% 33,700 6,48% 2,988,193 0 0,00% 33,700 6,48% 2,988,193 0 0,00% 33,700 6,48% 2,988,193 0 0,00% 33,700 6,48% 2,988,193 0 0,00% 2,000 0 0,00% 2,000 0 0,00% 2,000 0 0,00% 2,000 0 0,00% 2,000 0 0,00% 2,000 0 0,00% 2,000 0 0,00% 2,000 0 0,00% 0,00% 0						
Grant Control S,844,007 I5,183,179 I2,194,986 (2,988,193) (1,968%) Search and Rescue Helicopter 1,4555 S20,400 S54,100 33,700 6,48% Arson Investigation and Equipment 1,633 2,530 9,300 6,707 26,75.9% US Department of HUD Grants 7,994,750 22,906,249 19,999,948 2,906,301 (12,69%) Housing Trust 109,996 222,400 1,638,176 1,415,776 636,59% Housing Trust 109,996 222,400 1,638,176 1,415,776 636,59% Conservation Futures Tax Fund 3,210,999 12,429,825 13,402,412 972,587 7,82% Auditor's O&M Public Works Facility Construction 19,597 11,200,000 1,466,459 (9,733,541) (86,91%) Elections Equipment Cumulative Reserve Snohomish County Tomorrow Cum Reserve Real Estate Excise Tax Fund 10,771,230 113,435,88 12,981,038 1,637,450 14,44% Transportation Mitigation 9,480,145 8,754,000 1,950,365 3,196,365 36,51% Community Development 15,534,371 15,914,979 14,953,859 (979,099) (6,15%) Boating Safety 112,189 90,000 Antiprofiteering Revolving 1,035 100,003 97,503 (2,500) (2,50%) Parks Mitigation 2,964,221 3,051,784 1,734,670 (13,73,17) (43,17%) Fair Sponsorships and Donation 377,729 413,500 413,500 0,00% 1,000,00%		/				
Search and Rescue Helicopter					. , ,	` /
Sheriff Drug Buy				, ,	(2,988,193)	
Arson Investigation and Equipment US Department of HUD Grants					33.700	
US Department of HUD Grants		,	· · · · · · · · · · · · · · · · · · ·			
Emergency Services Communication System			· · · · · ·			
System		109,996	222,400	1,638,176	1,415,776	636.59%
Evergreen Fairground Cum Reser	Emergency Services Communication					
Conservation Futures Tax Fund 3,210,999 12,429,825 13,402,412 972,587 7.82% Auditor's O&M 207,128 318,892 563,961 245,069 76.85% Public Works Facility Construction 19,597 11,200,000 1,466,459 (9,733,541) (86,91%) Elections Equipment Cumulative Reserve 106,004 166,500 215,000 48,500 29,13% Snohomish County Tomorrow Cum 79,125 100,929 118,787 17,858 17,69% Real Estate Excise Tax Fund 10,771,230 11,343,588 12,981,038 1,637,450 14,44% 14,44% 14,44% 14,45%			· · · · ·			
Auditor's O&M					\ /	
Public Works Facility Construction 19,597 11,200,000 1,466,459 (9,733,541) (86,91%) Elections Equipment Cumulative Reserve Snohomish County Tomorrow Cum Reserve 79,125 100,929 118,787 17,858 17,69% Real Estate Excise Tax Fund 10,771,230 11,343,588 12,981,038 1,637,450 14,44% 17,859 14,948,0145 14,979 14,953,890 (979,089) (6,15%) Boating Safety 112,189 90,000 90,000 00,00% Antiprofiteering Revolving 1,035 100,003 97,503 (2,500) (2,50%) Parks Mitigation 2,964,221 3,051,784 1,734,467 (1,317,317) (43,17%) Fair Sponsorships and Donation 377,729 413,500 413,500 0 0,00% Special Revenue Funds 178,773,168 258,391,290 252,490,824 (5,900,466) (2,28%) RID 13 Long Term Debt 0 7,600 7,600 0 0,00% Limited Tax Debt Service 11,650,972 27,651,370 21,803,990 (5,847,380) (21,15%) Debt Service Funds 12,032,685 28,243,370 22,575,990 (5,847,380) (20,57%) Parks Construction Fund 26,232,306 8,546,533 3,617,078 (4,929,475) (57,68%) Facility Construction Fund 30,598,655 (0,771,892) 1,444,625 2,218,144 (113,439) Elevator Construction Fund 49,997,451 237,721 190,145 (47,576) (20,00%) Data Processing Capital 6,667,893 1,903,560 3,315,981 1,412,421 74,20% Facility Construction Fund 49,983,183 8,162,448 72,806,583 3,617,078 (49,99,475) (57,68%) Facility Construction Fund 49,983,183 8,162,448 72,806,583 3,617,078 (49,99,475) (57,68%) Facility Construction Fund 30,598,655 (10,771,892) 190,145 (47,576) (20,01%) Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209,26% Capital Project Funds 46,489,243 71,395,628 60,951,424 (10,444,204) (14,63%) Solid Waste Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34,78%) Enterprise Funds 12,271,2404 20,987,912 12,878,127 (8,109,785) (8,646,33) 7,95% Information Services 11,387,114 14,768,417 17,839,540 3						
Elections Equipment Cumulative Reserve Shohomish County Tomorrow Cum Reserve 79,125 100,929 118,787 17,858 17,69% Real Estate Excise Tax Fund 10,771,230 11,343,588 12,981,038 1,637,450 14,44% Transportation Mitigation 9,480,145 8,754,000 11,950,365 3,196,365 36,51% Community Development 15,334,371 15,914,979 4,935,890 6,15% Boating Safety 112,189 90,000 90,000 0 0,00% Antiprofiteering Revolving 1,035 100,003 97,503 (2,500) (2,50%) Parks Mitigation 2,964,221 3,051,784 1,734,467 (1,317,317) (43,17%) Fair Sponsorships and Donation 377,729 413,500 413,500 413,500 0 0,00% RID 11A Assessment 41 2,400 2,400 0 0,00% RID 11A Assessment 41 2,400 2,400 0 0,00% Limited Tax Debt Service 11,650,972 27,651,370 21,803,990 (5,847,380) (21,15%) Roal Improvement District 24 381,672 762,000 762,000 0 0,00% Debt Service Funds 12,032,685 28,423,370 22,575,990 (5,847,380) (20,57%) Facility Construction Fund 26,232,306 8,546,553 3,617,078 (4,929,475) (57,68%) Facility Construction Fund 26,67,893 1,93,560 3,315,981 1,412,421 74,20% Facilitities Improvements 997,451 237,721 190,145 (47,576) (20,01%) Facilities Improvements 997,451 237,721 190,145 (47,576) (20,01%) Facilities Improvements 997,451 237,721 190,145 (47,576) (20,01%) Facilities Improvements 998,801,338 3,162,448 72,805,838 3,644,135 7,93,562 7,99,500 209,2676 Proprietary Funds 12,212,404 20,987,912 12,878,127 (8,109,785) 38,649,649 3,144,855 3,144,856 3,144,856 3,144,856 3,144,856 3,144,856 3,144,856 3,142,241 3,144,856 3						
Reserve			· · · · ·			` /
Reserve		106,004	166,500	215,000	48,500	29.13%
Real Estate Excise Tax Fund 10,771,230 11,343,588 12,981,038 1,637,450 14.44% Transportation Mitigation 9,480,145 8,754,000 11,950,365 3,196,365 36.51% Boating Safety 112,189 90,000 90,000 0 0.00% Antiprofiteering Revolving 1,035 100,003 97,503 (2,500) (2.50%) Parks Mitigation 2,964,221 3,051,784 1,734,467 (1,317,317) (43.17%) Fair Sponsorships and Donation 377,729 413,500 413,500 0 0.00% Special Revenue Funds 178,773,168 258,391,290 252,490,824 (5,900,466) (2.28%) RID 13 Long Term Debt 0 7,600 7,600 0 0.00% RID 11A Assessment 41 2,400 2,400 0 0,00% RID 11A Assessment 41 2,400 2,400 0 0,00% Road Improvement District 24 381,672 762,000 762,000 0 0,00% Capital Projects 1,448,555 37,625,126 62,316,627 24,691,501 65.63% Parks Construction Fund 26,232,306 8,546,553 3,617,078 (4,929,475) (57.68%) Facility Construction Fund 26,627,303 380 0 (380) (100.00% Data Processing Capital 6,667,893 1,903,560 3,315,981 1,412,421 74,20% Facilities Improvements 997,451 237,721 190,145 (47,576) (20.01%) Construction Projects 28,808,285 621,000 1,292,500 209,26% Capital Project Funds 439,411,784 485,610,826 513,029,989 27,419,163 5,65% Proprietary Funds 439,411,784 485,610,826 513,029,989 27,419,163 5,65% Proprietary Funds 46,489,243 71,395,628 60,951,424 (10,444,204) (14,63%) Airport 12,712,404 20,987,912 12,878,127 (3,109,785) (38,64%) Surface Water Management 46,489,243 71,395,628 60,951,424 (10,444,204) (14,63%) Airport 12,712,404 20,987,912 12,878,127 (3,109,785) (38,64%) (38,00,785) (38,64%) (38,00,785) (38,64%) (38,00,785) (38,64%) (38,00,785) (38,64%) (38,00,785) (38,64%) (38,00,785) (38,64%) (38,64%) (38,00,785) (38,64%) (38,64%) (38,64%) (38,64%) (38,64%) (38,64%) (38,64%) (38,64%) (38,64%) (38,64%) (38,64%)		70 125	100 929	119 797	17 959	17 60%
Transportation Mitigation				,		
Community Development						
Boating Safety						
Antiprofiteering Revolving					0	
Parks Mitigation					(2,500)	
Special Revenue Funds		2,964,221	3,051,784			(43.17%)
RID 13 Long Term Debt 0 7,600 7,600 0 0.00% RID 11A Assessment 41 2,400 2,400 0 0.00% Combination of the proper comment of the p	Fair Sponsorships and Donation	377,729			0	
RID 11A Assessment				, ,	(5,900,466)	
Limited Tax Debt Service 11,650,972 27,651,370 21,803,990 (5,847,380) (21.15%) Road Improvement District 24 381,672 762,000 762,000 0 0.00%		-			0	
Road Improvement District 24 381,672 762,000 762,000 0 0.00% Debt Service Funds 12,032,685 28,423,370 22,575,990 (5,847,380) (20.57%) Capital Projects 1,448,555 37,625,126 62,316,627 24,691,501 65,63% Parks Construction Fund 26,232,306 8,546,553 3,617,078 (4,929,475) (57.68%) Facility Construction Fund 30,598,655 (10,771,892) 1,446,252 12,218,144 (113.43%) Elevator Construction 66,693 30 0 (380) (100.00%) Data Processing Capital 6,667,893 1,903,560 3,315,981 1,412,421 74.20% Facilities Improvements 997,451 237,721 190,145 (47,576) (20.01%) Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209.26% Capital Project Funds 94,820,138 38,162,448 72,806,583 34,644,135 90,78% Governmental Total 439,411,784 485,610,826 513,029,989 27					0	
Debt Service Funds					(5,847,380)	
Capital Projects 1,448,555 37,625,126 62,316,627 24,691,501 65.63% Parks Construction Fund 26,232,306 8,546,553 3,617,078 (4,929,475) (57.68%) Facility Construction Fund 30,598,655 (10,771,892) 1,446,252 12,218,144 (113,43%) Elevator Construction 66,993 380 0 (380) (100,00%) Data Processing Capital 6,667,893 1,903,560 3,315,981 1,412,421 74,20% Facillities Improvements 997,451 237,721 190,145 (47,576) (20,01%) Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209,26% Capital Project Funds 94,820,138 38,162,448 72,806,583 34,644,135 90,78% Governmental Total 439,411,784 485,610,826 513,029,989 27,419,163 5.65% Proprietary Funds 12,712,404 20,987,912 12,878,127 (8,109,785) (38,64%) Surface Water Management 13,282,123 21,074,962 13,744,337					(5.947.290)	
Parks Construction Fund 26,232,306 8,546,553 3,617,078 (4,929,475) (57.68%) Facility Construction Fund 30,598,655 (10,771,892) 1,446,252 12,218,144 (113,43%) Elevator Construction 66,993 380 0 (380) (100,00%) Data Processing Capital 6,667,893 1,903,560 3,315,981 1,412,421 74.20% Facillities Improvements 997,451 237,721 190,145 (47,576) (20.01%) Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209.26% Capital Project Funds 94,820,138 38,162,448 72,806,583 34,644,135 90.78% Governmental Total 439,411,784 485,610,826 513,029,989 27,419,163 5.65% Proprietary Funds 50lid Waste Management 46,489,243 71,395,628 60,951,424 (10,444,204) (14.63%) Airport 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,						
Facility Construction Fund 30,598,655 (10,771,892) 1,446,252 12,218,144 (113,43%) Elevator Construction 66,993 380 0 (380) (100.00%) Data Processing Capital 6,667,893 1,903,560 3,315,981 1,412,421 74.20% Facilities Improvements 997,451 237,721 190,145 (47,576) (20.01%) Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209.26% Capital Project Funds 94,820,138 38,162,448 72,806,583 34,644,135 90.78% Governmental Total 439,411,784 485,610,826 513,029,989 27,419,163 5.65% Proprietary Funds 8 8 60,951,424 (10,444,204) (14.63%) Airport 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>						
Elevator Construction						\
Data Processing Capital 6,667,893 1,903,560 3,315,981 1,412,421 74.20% Facillities Improvements 997,451 237,721 190,145 (47,576) (20.01%) Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209.26% Capital Project Funds 94,820,138 38,162,448 72,806,583 34,644,135 90.78% Governmental Total 439,411,784 485,610,826 513,029,989 27,419,163 5.65% Proprietary Funds 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)				0		
Facillities Improvements 997,451 237,721 190,145 (47,576) (20.01%) Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209.26% Capital Project Funds 94,820,138 38,162,448 72,806,583 34,644,135 90.78% Governmental Total 439,411,784 485,610,826 513,029,989 27,419,163 5.65% Proprietary Funds 8 8 60,951,424 (10,444,204) (14.63%) Airport 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535				3,315,981	1,412,421	
Construction Projects 28,808,285 621,000 1,920,500 1,299,500 209.26% Capital Project Funds 94,820,138 38,162,448 72,806,583 34,644,135 90.78% Governmental Total 439,411,784 485,610,826 513,029,989 27,419,163 5.65% Proprietary Funds 8 62,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance Pit and Quarries 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15,82% Internal Service Funds <						
Governmental Total 439,411,784 485,610,826 513,029,989 27,419,163 5.65% Proprietary Funds Solid Waste Management 46,489,243 71,395,628 60,951,424 (10,444,204) (14.63%) Airport 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15,82% Internal Service Funds 52,510,572	Construction Projects			1,920,500		
Proprietary Funds Solid Waste Management 46,489,243 71,395,628 60,951,424 (10,444,204) (14.63%) Airport 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total	Capital Project Funds	94,820,138	38,162,448	72,806,583	34,644,135	90.78%
Solid Waste Management 46,489,243 71,395,628 60,951,424 (10,444,204) (14.63%) Airport 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,		439,411,784	485,610,826	513,029,989	27,419,163	5.65%
Airport 12,712,404 20,987,912 12,878,127 (8,109,785) (38.64%) Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)		46 400 242	51 205 620	60.051.404	(10.444.204)	(1.4.620()
Surface Water Management 13,282,123 21,074,962 13,744,337 (7,330,625) (34.78%) Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving Information Services 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Snohomish County Insurance Pit and Quarries 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)		, ,				· /
Enterprise Funds 72,483,770 113,458,502 87,573,888 (25,884,614) (22.81%) Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)						
Equipment Rental and Revolving 12,227,423 17,489,245 18,880,348 1,391,103 7.95% Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)						
Information Services 11,387,114 14,768,417 17,839,540 3,071,123 20.80% Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)						
Snohomish County Insurance 7,085,155 7,724,614 8,737,535 1,012,921 13.11% Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)						
Pit and Quarries 1,943,261 600,482 601,247 765 0.13% Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)						
Employee Benefit Trust 19,867,619 20,283,430 23,492,151 3,208,721 15.82% Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)						
Internal Service Funds 52,510,572 60,866,188 69,550,821 8,684,633 14.27% Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)						
Proprietary Total 124,994,342 174,324,690 157,124,709 (17,199,981) (9.87%)	1 7					
		, ,				1.55%

EXHIBIT 11: 2003-2008 CAPITAL IMPROVEMENT PROGRAM SUMMARY

EXHIBIT 4: CAPITAL EXPENDITURES BY CATEGORY & TYPE

Category	2003	2004	2005	2006	2007	2008	6 Yr Total
General Governmental							
Facilities	\$ 52,633,273	\$ 20,892,976	\$ 5,845,000	\$ 11,002,500	\$ 6,640,841	\$ -	\$ 97,014,590
General Governmental							
Equipment	2,337,143	2,504,770	2,709,956	1,708,320	3,344,409	5,547,790	18,152,388
Parks and Recreation							
Facilities	12,602,898	1,903,131	2,931,948	5,707,679	2,060,743	2,145,656	27,352,055
Parks and Recreation							
Land	21,216,041	4,532,820	2,544,985	3,402,781	2,461,013	2,852,549	37,010,189
Law Enforcement							
Facilities	57,996,643	42,363,280	-	297,500	-	-	100,657,423
REET Debt Service &							
Reserves	7,439,535	6,221,076	6,717,287	5,920,487	5,720,486	5,314,841	37,333,713
Transportation –							
Facilities	54,700,000	43,095,000	39,076,000	33,506,000	18,885,000	12,369,000	201,631,000
Surface Water - Facilities	6,758,511	6,421,550	3,085,000	2,975,000	3,020,000	3,005,000	25,265,061
Solid Waste – Facilities	13,850,000	7,862,096	840,000	6,500,000	950,000	500,000	30,502,096
Airport – Facilities	4,425,000	9,175,000	9,925,000	32,925,000	19,375,000	38,825,000	114,650,000
Airport – Equipment	-	30,000	230,000	830,000	230,000	830,000	2,150,000
Total: All Items	\$233,959,044	\$145,001,699	\$73,905,176	\$104,775,267	\$62,687,492	\$71,389,836	\$691,718,515

EXHIBIT 5: CAPITAL EXPENDITURES BY REVENUE SOURCE

Fund Source	2003	2004	2005	2006	2007	2008	Total
Airport Fund	\$972,500	\$1,822,500	\$1,412,500	\$1,862,500	\$1,512,500	\$1,922,500	\$9,505,000
Bond Proceeds	105,079,774	65,966,466	8,300,000	28,595,000	16,000,000	32,400,000	256,341,240
County Road	1,104,968	235,000	235,000	235,000	235,000	235,000	2,279,968
Transportation Grants	32,634,500	25,868,500	26,376,500	29,118,500	13,859,500	7,758,500	135,616,000
Parks Mitigation	1,714,418	1,688,599	1,499,774	1,569,093	1,636,743	1,636,743	9,745,370
REET I	6,480,075	5,249,330	5,754,790	5,451,990	5,251,990	4,846,345	33,034,521
REET II	6,500,963	5,804,770	5,783,812	5,343,501	5,442,600	5,457,123	34,332,769
SWM/River	1,631,200	1,746,550	-	_	-	-	3,377,750
Other Funds	47,898,758	29,314,656	17,935,956	27,367,320	18,327,250	16,264,790	157,108,730
Other Grants	620,400	900,000	125,000	290,000	290,000	290,000	2,515,400
Prior Year Funding	29,321,488	6,405,328	6,481,844	4,942,363	131,909	578,835	47,861,767
Total	\$233,959,044	\$145,001,699	\$73,905,176	\$104,775,267	\$62,687,492	\$71,389,836	\$691,718,515

EXHIBIT 12: MAJOR 2003 GENERAL FUND CHANGES

Note: The purpose of this exhibit is to identify major General Fund 2003 Budget changes within departments. It does not identify all changes.

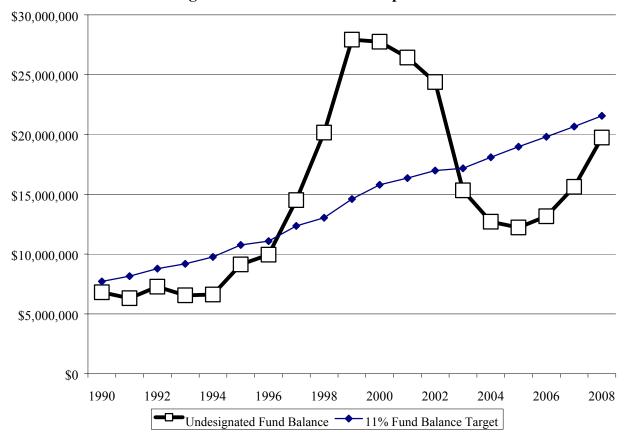
Department	Description of Change	GF Expense
		Impact
Assessor	4 Assessors added to allow transition to an annual property revaluation process.	\$160,983
Auditor	Reduction in Voter Registration mailing (one-time), and reduction in postage returning recorded documents.	<\$124,715>
Clerk	Pilot programs for billing of adult and juvenile legal financial obligations	\$17,230
Corrections	Add 10 new Correction Officers FTEs.	\$477,497
	• Transfer of Maintenance of Correctional Facilities to Facilities Management.	(\$1,291,948)
	 Reduction of Detention Charges (Yakima) from average daily population in Yakima to 59. Reduction of Extra Help 	(\$385,051)
	Rise of Food Services and Medical Services costs in	(\$92,446)
	proportion with inmate population growth.Implementation of Population Caps for the jail.	\$455,772 (\$397,879)
Facilities Management	 Facilities will assume the responsibilities related to maintenance for the County's correctional facilities. Elimination of one FTE and contract security decrease. 	\$1,358,568
	Elimination of one FTE and contract security decrease.	(\$161,804)
Juvenile Services	1.5 FTEs added for VGAL (Volunteer Guardian Ad Litem) coordination (Previously Grant Funded) and a one-half FTE Unified Family Court.	\$106,000
Non- Departmental	Debt Service funding was moved from General Fund to Real Estate Excise Tax I funding. Two-thirds of this amount is one-time funding for REET.	(1,904,005)
	 Increased contingency expenditure appropriation for implementation of recommendations from the law and justice study. 	500,000
	Reduced funding to the Health District.	(300,000)
	• Increased contingency reserve to add 5 Corrections Officers.	238,749
	• Increased expenditure to contingency appropriations for Planning Projects.	165,000

EXHIBIT 12: MAJOR 2003 GENERAL FUND CHANGES (CONTINUED)

Department	Description of Change	GF Expense
		Impact
Sheriff	• False Alarm Ordinance revised providing \$661,5000 new revenue.	N/a
	• 4 Detectives 2- Special Investigations (Crimes against Children) 2- Forgery/Fraud investigations.	\$388,152
	Six new Officers for Motorcycle Unit.	\$464,266
	• \$2,680,500 Dollars committed to Impound Lot/Range Training Facility (in Facilities Capital Fund).	N/a
Office of Public Defense	Attorney Fees increase driven by workload increase.	\$513,993
Parks & Recreation	Moved 2.0 FTEs out of the general fund to fund 309	(\$140,180)
Planning	• Fund 193 Reduction-in-force (RIF) of 16 positions due to a slowdown in permit activities.	N/a
Treasurer	• The Treasurer will be offering Passport services. Revenue anticipated is \$100,000. Some of the additional funding from this program will support work on segregations.	\$58,000
District Court	Reduction in staffing due to the re-organization of District Court.	(\$259,370)
Superior Court	Grant Funded position Drug Court Coordinator transferred to General Fund in Sept. 2003	\$20,586

EXHIBIT 13: GENERAL FUND BALANCE HISTORY

Actual and Projected General Fund Fund Balance 1990 - 2008 & Targeted Fund Balance based upon 11% of Revenue



- Fund balances shown above for 1990 through 2001 represent actual General Fund undesignated fund balances at calendar year-end.
- 2002 through 2008 fund balances represent projected fund balances as which reconcile with projections in Exhibit VIII: General Fund Five-Year Projection.
- Snohomish County's targeted fund balance is equal to 11% of annual fund revenues.
- Projected revenues from jail sales tax revenues are excluded from the computation of fund balance and fund balance targets.

EXHIBIT 14: GENERAL FUND REDUCTION PACKAGES

As a part of the 2003 budget process, County General Fund Departments were requested to identify reductions in base budgets (amounts funded in 2002) as a means of reducing costs and allowing the County to balance the 2003 budget. These reductions included innovative efficiencies, staff reductions, changes in services levels, and tightening of operational budgets. Below are the reductions offered by departments and accepted in the Executive Budget.

Department Budget	20	02 Approved Budget	Department Reduction		Percent of 2002 Budget
Executive	\$	1,816,593	\$	(8,152)	-0.45%
Council	\$	2,326,268	\$	(0,152)	0.00%
Boundary Review Board	\$	229,284	\$	_	0.00%
Human Services	\$	2,783,200	\$	(137,052)	-4.92%
Planning	\$	3,732,006	\$	(9,890)	-0.27%
Hearing Examiner	\$	363,589	\$	-	0.00%
Parks	\$	7,791,214	\$	(189,181)	-2.43%
Assessor	\$	5,467,356	\$	(27,642)	-0.51%
Auditor	\$	5,624,805	\$	(124,715)	-2.22%
Finance	\$	3,230,477	\$	(22,934)	-0.71%
Human Resources	\$	1,761,761	\$	(50,000)	-2.84%
Nondepartmental	\$	17,731,807	\$	-	0.00%
Facilities	\$	4,868,555	\$	(161,804)	-3.32%
Treasurer	\$	2,856,760	\$	(25,440)	-0.89%
District Court	\$	6,274,206	\$	(259,370)	-4.13%
Sheriff	\$	32,639,374	\$	(150,000)	-0.46%
Prosecuting Attorney	\$	10,731,860	\$	(30,000)	-0.28%
Office of Public Defense	\$	3,778,565	\$	(10,779)	-0.29%
Medical Examiner	\$	1,515,771	\$	(15,672)	-1.03%
Superior Court	\$	5,817,453	\$	(95,000)	-1.63%
Juvenile Services	\$	10,804,789	\$	(56,752)	-0.53%
Clerk	\$	5,593,943	\$	(19,087)	-0.34%
Corrections	\$	22,894,082	\$	(219,147)	-0.96%
Total	\$	160,633,718	\$	(1,612,617)	-1.00%



Snohomish County 2003 Budget: Department Overview

01 Executive **Department:**

Dept. Director: Bob Drewel

Financial Consultant: Brian Haseleu

Mission Statement: The mission of the County Executive Office is to provide for a responsible and responsive county

government by ensuring effective, efficient and economical administration in accordance with the county charter, the Washington State Constitution and other applicable federal, state and local

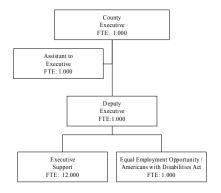
laws as well as county policy and executive branch initiatives.

Snohomish County Charter Legislative Authority:

Snohomish County Code Chapter 2.10

Revised Code of Washington - Title 36 Counties

Organization Chart:



Service Provided: The County Executive oversees the county's 12 administrative departments and coordinates with elected officials who operate the remaining 6 departments. The County Executive works closely with both the Judicial and Legislative branches to ensure cooperation and coordination of efforts. The Equal Employment Opportunity, Americans with Disabilities Act (ADA) and Diversity programs are also included in the Executive Office.

Budget Drivers:

Construction of new facilities is a major Executive issue. Other issues impacting the Executive Office include regional response to the Growth Management Act (GMA) and other land use issues; coordination of public safety issues, and county-wide efficiency initiatives.

Major Projects:

The following major projects or issues are included in this budget.

- Public Safety initiation
- Administrative policy review
- Capital projects: new facilities including an expanded jail and new county administrative offices
- Growth Management Act -- policy review and implementation
- Resolution of other land use issues
- Intergovernmental partnerships
- Implementation of county-wide performance management and strategic planning systems.

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	15.000	16.000	16.000	16.000	0.000
Executive	15.000	16.000	16.000	16.000	0.000



Snohomish County 2003 Budget: Department Overview

Department: 01 Executive

Dept. Director: Bob Drewel

Financial Consultant: Brian Haseleu

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Charges For Services	\$26	\$0	\$0	\$0	.00%
Miscellaneous Revenues	\$3,500	\$0	\$0	\$0	.00%
Executive	\$3,526	\$0	\$0	\$0	.00%

Financial Resources - Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,263,866	\$1,337,971	\$1,356,478	\$18,507	1.38%
Personnel Benefits	\$227,451	\$208,336	\$249,139	\$40,803	19.59%
Supplies	\$6,394	\$7,412	\$9,725	\$2,313	31.21%
Other Services And Char	\$28,650	\$48,312	\$38,495	(\$9,817)	(20.32%)
Interfund Payments for S	\$143,600	\$214,562	\$264,606	\$50,044	23.32%
Executive	\$1,669,961	\$1.816.593	\$1.918.443	\$101,850	5.61%

Financial Resources - Expenditure (FUND):

•	Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	General Fund	\$1,669,961	\$1,816,593	\$1,918,443	\$101,850	5.61%
	Executive	\$1,669,961	\$1.816.593	\$1,918,443	\$101,850	5.61%



Snohomish County 2002 Budget: Program Description

Fund: 002 General Fund Division: 100 Executive

Department: 01 Executive **Program:** 310 Executive Admin

Program Description: The office of the Snohomish County Executive is made up of the County Executive, Deputy County

Executive, two Executive Directors, Administrator, and ten other staff members that provide analytical, administrative and secretarial support. The responsibility for the Executive and elected departments is divided between the Deputy Executive and the Executive Directors. The Deputy Executive has full

authority and can sign for the Executive in all areas.

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Executive Admin	14.000	15.000	15.000	15.000	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,161,296	\$1,254,094	\$1,272,598	\$18,504	1.48%
Personnel Benefits	\$213,772	\$193,864	\$233,059	\$39,195	20.22%
Supplies	\$6,045	\$6,958	\$7,825	\$867	12.46%
Other Services And Char	\$21,140	\$31,171	\$27,342	(\$3,829)	(12.28%)
Interfund Payments for S	\$143,564	\$212,984	\$264,056	\$51,072	23.98%
Executive Admin	\$1.545.818	\$1,699,071	\$1.804.880	\$105,809	6.23%



Snohomish County 2002 Budget: Program Description

Fund: 002 General Fund **Division:** 100 Executive

01 Executive Program: 670 Equal Opportunity/Affirm **Department:**

The EEO Office is charged with the responsibility of investigating complaints pertaining to allegations **Program Description:**

of discrimination in employment on the basis of race, color, sex, religion, marital status, national origin, age, sexual orientation, citizenship, verteran's status, the presence of any sensory, mental, or physical

disability, or retaliation for making any such complaints in accordance with State and federal law.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Equal Opportunity/Affir	1.000	1.000	1.000	1.000	0.000

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$102,570	\$83,877	\$83,880	\$3	.00%
Personnel Benefits	\$13,679	\$14,472	\$16,080	\$1,608	11.11%
Supplies	\$349	\$454	\$1,900	\$1,446	318.50%
Other Services And Char	\$6,722	\$14,666	\$11,153	(\$3,513)	(23.95%)
Interfund Payments for S	\$36	\$1,153	\$550	(\$603)	(52.30%)
Equal Opportunity/Affi	\$123,356	\$114,622	\$113,563	(\$1,059)	(.92%)



Snohomish County 2003 Budget: Department Overview

02 Legislative **Department:**

Dept. Director: John Chelminiak

Financial Consultant: Mambo Emedi

Mission Statement: The mission of the county council is to enact legislative and fiscal policies that achieve efficient

and effective use of tax dollars and that reasonably balance the diversity of citizen interests in

environmental integrity and economic development.

Legislative Authority: Legislative authority of the county council is derived from the state constitution, state laws, and

Article 2 of the Snohomish County Charter.

Organization Chart:

County Council Office



Service Provided: The County Council is a General Fund department that provides the following services:

- · Enacts fiscal and operating policy ordinances, motions and resolutions
- · Provides fiscal oversight of administrative and judicial operations
- · Enacts land use policy plans and implementing regulations
- · Conducts quasi-judicial appeal hearings of certain land development actions and regulations

Approves appointments to advisory boards and commissions

Establishes the salaries of all county employees Approves collective bargaining agreements

Budget Drivers:

Major Projects:

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	21.900	20.900	20.900	21.900	1.000
Legislative	21.900	20.900	20.900	21.900	1.000

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Charges For Services	\$795	\$3,191	\$3,191	\$0	.00%
Miscellaneous Revenues	\$0	\$74	\$0	(\$74)	(100.00%)
Legislative	\$795	\$3,265	\$3,191	(\$74)	(2.27%)



Snohomish County 2003 Budget: Department Overview

Department: 02 Legislative

Dept. Director: John Chelminiak

Financial Consultant: Mambo Emedi

Financial Resources - Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,517,101	\$1,513,760	\$1,556,549	\$42,789	2.83%
Personnel Benefits	\$308,486	\$290,003	\$324,912	\$34,909	12.04%
Supplies	\$24,372	\$16,552	\$18,052	\$1,500	9.06%
Other Services And Char	\$161,510	\$165,667	\$206,142	\$40,475	24.43%
Interfund Payments for S	\$366,354	\$340,286	\$367,123	\$26,837	7.89%
Legislative	\$2,377,824	\$2,326,268	\$2,472,778	\$146,510	6.30%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$2,377,824	\$2,326,268	\$2,472,778	\$146,510	6.30%
Legislative	\$2,377,824	\$2,326,268	\$2,472,778	\$146,510	6.30%



Snohomish County 2002 Budget: Program Description

Fund: 002 General Fund <u>Division</u>: 200 Council

Department: 02 Legislative Program: 160 Legislative Svs.

Program Description: Legislative Services are those activities of the County Council that are based on state law, the County Charter, and interlocal agreement. They include: 1) enactment of fiscal and operating policy through ordinances, motions and resolutions; 2) fiscal oversight of administrative and judicial operations to ensure that public services are efficient and economical; 3) land use and growth management policy; and 4) quasi-judicial appeal hearings of developmental proposals.

> Activities are carried out through a weekly schedule of public hearings and public meetings of the council on the record; committees of the whole, subcommittees of the whole, individual meetings with citizens and interest groups, and meetings of regional and statewide organizations.

> Activities based on the County Charter include: 1) operating and capital budget review and adoption; 2) land-use policy and development regulation; 3) contract review and approval; and 4) comprehensive plan adoption.

> Ordinance and interlocal agreement based activities include: 1) tourism and economic development; 2) regional transportation program review and planning; 3) public health; 4) mental health; 5) public transit; 6) emergency dispatch and Enhanced 911 communications; and 7) growth management.

Activities based on state statute include: 1) appropriation for state mandated government services; 2) regional transit planning, and 3) state legislature liaison through the Washington State Association of Counties.

Program Changes:

None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Legislative Svs.	21.900	20.900	20.900	21.900	1.000

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,517,101	\$1,513,760	\$1,556,549	\$42,789	2.83%
Personnel Benefits	\$308,486	\$290,003	\$324,912	\$34,909	12.04%
Supplies	\$24,372	\$16,552	\$18,052	\$1,500	9.06%
Other Services And Char	\$161,510	\$165,667	\$206,142	\$40,475	24.43%
Interfund Payments for S	\$366,354	\$340,286	\$367,123	\$26,837	7.89%
Legislative Sys.	\$2,377,824	\$2,326,268	\$2,472,778	\$146,510	6.30%



Snohomish County 2003 Budget: Department Overview

03 Land Decisions **Department:**

Dept. Director: Marsha Carlsen

Financial Consultant: Mambo Emedi

Mission Statement: The mission of this administrative office is to provide support to the Board of Equalization and

the Boundary Review Board. The Boundary Review Board and Board of Equalization are independent state agencies established by statute. The Boundary Review Board guides and controls the creation and growth of municipalities so that "problems may be avoided and that residents and businesses in those areas may rely on the logical growth of local government affecting them." The Board of Equalization hears appeals of tax assessments by property owners.

Legislative Authority: RCW -- 36.93

RCW -- 84.48 WAC -- 458-14

Organization Chart:

Equalization & Boundary Review

Service Provided: The Boundary Review Board and Board of Equalization are state agencies established to resolve municipal boundary issues and hear tax assessment appeals, respectively.

Budget Drivers: Budget drivers and influences requiring certain funding levels in this budget include:

- -- State statutes which set time requirements for review periods, notice of hearings, written decisions of boards, and appeal periods.
- -- The volume of growth activity in municipal and special purpose district jurisdictions within the County.
- -- The volume of petitions filed annually with the Board of Equalization by property owners

Major Projects:

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	2.875	2.875	2.875	2.875	0.000
Land Decisions	2.875	2.875	2.875	2.875	0.000

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Charges For Services	\$4,477	\$2,000	\$3,644	\$1,644	82.20%
Land Decisions	\$4,477	\$2,000	\$3,644	\$1,644	82.20%



Department: 03 Land Decisions

Dept. Director: Marsha Carlsen

Financial Consultant: Mambo Emedi

Financial Resources - Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$134,084	\$148,639	\$142,428	(\$6,211)	(4.18%)
Personnel Benefits	\$34,760	\$34,113	\$37,149	\$3,036	8.90%
Supplies	\$1,431	\$3,033	\$3,033	\$0	.00%
Other Services And Char	\$14,659	\$20,647	\$40,354	\$19,707	95.45%
Interfund Services	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$21,755	\$22,852	\$18,291	(\$4,561)	(19.96%)
Land Decisions	\$206,688	\$229,284	\$241.255	\$11.971	5.22%

Financial Resources - Expenditure (FUND):

•	Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	General Fund	\$206,688	\$229,284	\$241,255	\$11,971	5.22%
	Land Decisions	\$206,688	\$229.284	\$241,255	\$11.971	5.22%



Fund: 002 General Fund Division: 303 BRB BOE

Department: 03 Land Decisions **Program:** 424 Board Of Equalization

Program Description: To provide administrative support to the Board of Equalization. The purpose of the Equalization Board

is to maintain a system which allows citizens the right of appeal on property assessments relating to real and personal property, forest land, timber and open space, and consideration of senior citizen exemption

denials.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Board Of Equalization	1.875	1.875	1.875	1.875	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$78,525	\$92,040	\$85,824	(\$6,216)	(6.75%)
Personnel Benefits	\$21,793	\$22,221	\$23,925	\$1,704	7.67%
Supplies	\$970	\$1,809	\$1,809	\$0	.00%
Other Services And Char	\$8,352	\$12,104	\$31,811	\$19,707	162.81%
Interfund Services	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$7,762	\$8,800	\$9,797	\$997	11.33%
Board Of Equalization	\$117,402	\$136.974	\$153,166	\$16,192	11.82%



Fund: 002 General Fund **Division:** 303 BRB BOE

Department: 03 Land Decisions Program: 860 Boundary Review Board

To provide administrative support to the Boundary Review Board. To allow citizens equitable access **Program Description:**

to Boundary Review Board activities in a consistent and timely manner as required by state statutes relating to municipal annexations, reductions, incorporations, consolidations, and extensions of sewer/water service areas, together with special purpose district annexations, mergers, withdrawals, and

formations.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Boundary Review Board	1.000	1.000	1.000	1.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$55,559	\$56,599	\$56,604	\$5	.01%
Personnel Benefits	\$12,968	\$11,892	\$13,224	\$1,332	11.20%
Supplies	\$460	\$1,224	\$1,224	\$0	.00%
Other Services And Char	\$6,307	\$8,543	\$8,543	\$0	.00%
Interfund Payments for S	\$13,993	\$14,052	\$8,494	(\$5,558)	(39.55%)
Roundary Review Roar	\$89.286	\$92 310	980 882	(\$4 221)	(4 57%)



Department: 04 Human Services

Dept. Director: Janelle Sgrignoli

Financial Consultant: Wanda Johnson

<u>Mission Statement:</u> The mission of Human Services is to help all persons meet their basic needs and develop their potential by providing timely, effective human services and building community.

We are a mission-driven organization guided by a core set of values, and serve as a catalyst to enhance our communities' own intrinsic abilities to support and care for their residents.

Legislative Authority:

The department has the authority to administer and coordinate county programs and projects relating to human services in accordance with county, state, and federal laws or regulations. The department's scope of authority includes but is not limited to the following functional areas:

PL100-175 & RCW/WAC 74.38 -- Social and health services designed to remove or reduce any barrier that interferes with the ability of elderly persons to live independently. Advocacy and development of needed services for senior citizens.

RCW 71.20 -- Programs designed to ensure that the training, employment and support needs of developmentally disabled persons are met.

RCW 71.24 -- Programs designed to ensure that the therapeutic needs of the mentally ill are met.

RCW 71.05 -- Services mandated by the Washington State Involuntary Treatment Act.

RCW 70.96A -- Education and prevention programs targeted on populations at risk of substance abuse.

RCW 70.96 -- Alcoholism treatment services and detoxification.

RCW 69.54 -- Drug abuse treatment services.

RCW 43.63A -- Development and support of community services programs meeting the shelter and counseling needs of homeless populations including families, domestic violence victims, alcoholics, substance abusers, handicapped or mentally ill individuals, and others.

RCW 70.164 -- Energy assistance and weatherization programs for low-income populations.

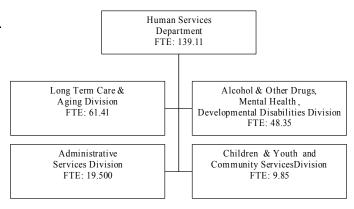
RCW 28A.34A -- Early Childhood Education and Assistance programs.

Cmty. Svc. Block Grant 1981 -- Coordination and provision of services to help low-income persons achieve lasting economic independence.

RCW 73.08 -- Programs and services to ameliorate the causes of poverty in communities. Relief for indigent veterans in need of food, rental assistance, medical care or transportation.

P.L. 105-220 Workforce Investment Act -- Programs and services for employment and training. P.L. 104-191 Health Insurance Portability and Accountability Act -- Protects confidential client medical records.

Organization Chart:



Service Provided: The Human Services Department is comprised of four divisional areas



Department: 04 Human Services

Dept. Director: Janelle Sgrignoli

Financial Consultant: Wanda Johnson

funded with federal, state and local funds which provide the following primary services:

Administration:

Direction and Management; Financial, Clerical, Research and Analysis, and Technology Support Services for all divisions.

Alcohol and Other Drugs/Mental Health/Developmental Disabilities:

DUI Countermeasure Program; Alcohol & Other Drug (AOD) Treatment and Prevention; Mental Health, Involuntary Treatment, Resource Management, Evaluation and Treatment Facility; Developmental Disabilities Programs.

Children, Youth & Community Services:

Early Childhood Education and Assistance Program (ECEAP); Office of Children's Affairs (OAC), Community Team, Safe Communities/Safe Schools; Project Self-Sufficiency; Homeless Services; Energy Asisstance and Weatherization; Medicaid Transportation Services; Veterans Relief Services.

Division serves as the local Community Action Program (CAP) and as the Area Agency for ECEAP.

Long Term Care and Aging:

Planning and Coordination; Case Management and Personal Care;

Ombudsman Program; Support Services Administration.

Division serves as the local Area Agency on Aging.

Budget Drivers:

The following budget drivers are influencing or requiring certain funding levels in this budget.

- * Rapid population growth leading to increases in the number of eligible citizens needing human services in Snohomish County.
- * Continued economic recession, layoffs and tax revenue shortfalls.
- * Legislative mandates to provide new and/or additional human services in Snohomish County.
- * The duty to provide timely and accurate management of federal, state and local funding.
- * Increases in service levels as prescribed by funding agencies.
- * State funding restrictions as a result of Initiative 601.
- * Funding reductions and/or no increases from county general funding.
- * Funding reductions and/or no increases from state funding sources.
- * Potential reductions in federal funding levels.

*

Major Projects: The following major projects or issues are included in this budget.



04 Human Services **Department:**

Dept. Director: Janelle Sgrignoli

Financial Consultant: Wanda Johnson

Economic Downturn:

The downturn in the economy and the resulting major aerospace manufacturing layoffs have increased the number of persons needing assistance in Snohomish County thereby stretching already dwindling resources for human services.

Limited Low Income Housing:

A continuing increase in the number of people reported turned away by emergency shelters together with increasing rents and continuing low vacancy rates in the county increase the risk of families becoming homeless or, families who have already become homeless, to be unable to secure shelter.

Funding Reductions:

A majority of the department's funding comes from the Department of Social and Health Services (DSHS), which continues to experience and pass along fund reductions. Additionally, the County is experiencing a revenue shortfall which will also result in funding reductions.

Expanded Prevention:

The department is expanding or developing a number of programs which could reduce involvement by at-risk persons in the criminal justice system.

Budget Changes: There are no major budget changes anticipated for 2003. Program specific budget changes are noted within the individual Program Narratives.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	19.500	20.500	19.500	19.500	-1.000
Human Services Program	115.138	115.513	117.613	119.613	4.100
Human Services	134.638	136.013	137.113	139.113	3.100

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$436,608	\$301,903	(\$134,705)	(30.85%)
Taxes	\$987,369	\$880,112	\$1,252,711	\$372,599	42.34%
Intergovernmental Reven	\$9,916,080	\$10,233,686	\$10,730,166	\$496,480	4.85%
Charges For Services	\$251,610	\$135,750	\$136,060	\$310	.23%
Fines And Forfeits	\$55,148	\$54,816	\$55,148	\$332	.61%
Miscellaneous Revenues	\$168,280	\$972,189	\$978,140	\$5,951	.61%
Operating Transfers In	\$2,037,314	\$2,019,115	\$2,285,132	\$266,017	13.17%
Human Services	\$13,415,802	\$14,732,276	\$15,739,260	\$1,006,984	6.84%

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$5,928,596	\$6,632,507	\$7,053,977	\$421,470	6.35%
Personnel Benefits	\$1,517,025	\$1,600,235	\$1,824,331	\$224,096	14.00%
Supplies	\$269,274	\$165,563	\$181,110	\$15,547	9.39%
Other Services And Char	\$5,312,657	\$6,155,360	\$6,508,728	\$353,368	5.74%
Interfund Services	\$1,994,936	\$1,979,727	\$2,185,132	\$205,405	10.38%



<u>Department:</u> 04 Human Services

<u>Dept. Director:</u> Janelle Sgrignoli

Financial Consultant: Wanda Johnson

Debt Service: Principal	\$58,333	\$66,667	\$75,000	\$8,333	12.50%
Interfund Payments for S	\$1,142,676	\$898,817	\$1,106,143	\$207,326	23.07%
Human Services	\$16.223.497	\$17,498,876	\$18.934.421	\$1,435,545	8.20%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$3,006,233	\$2,783,200	\$3,211,551	\$428,351	15.39%
Veteran's Relief	\$0	\$0	\$0	\$0	.00%
Alcohol/Substance Abuse	\$0	\$0	\$0	\$0	.00%
Human Services Program	\$13,217,264	\$14,715,676	\$15,722,870	\$1,007,194	6.84%
Human Services Commu	\$0	\$0	\$0	\$0	.00%
Human Services Aging	\$0	\$0	\$0	\$0	.00%
Human Services	\$16,223,497	\$17,498,876	\$18,934,421	\$1,435,545	8.20%



Fund: 002 General Fund Division: 001 Human Services Administration

Department: 04 Human Services **Program:** 400 Human Services Administration

Program Description:

The Administrative Services Division is responsible for efficient and effective operation of the entire department. In addition, this division offers information, advice, and assistance to the Human Services Department, other County departments, and the community at-large.

This division provides needed administrative services for other divisions within the department. Pooling administrative staff is more cost effective than stationing clerical, fiscal, research and analysis, and technology staff in each division/program. Although all of these services are needed by each program, grant funding restrictions seldom allow us to charge all of the actual costs of these services to the grants. By supporting these costs with County General funds, the County is able to leverage millions of federal and state dollars to support local human services programs.

Reductions to this division directly impact all the divisions and programs within the department. Most grant funded programs cannot redirect dollars from service provision to administrative costs due to contract limitations. Therefore, reductions in administrative staff would severely limit the effectiveness of our internal controls. Weak controls would create a potential risk for the loss of future funding. Loss of funding would severely impact the lives of low-income and/or disabled Snohomish County residents who depend upon our services to meet their basic needs and/or sustain themselves as independently as possible, resulting in a cost savings of inestimable value. Increased homelessness, crime, and substance use would all be potential consequences of the loss of Human Services programs.

The Administrative Services Division indirectly supports the HSD goals to promote and sustain dignity and independence, regardless of social, health, or economic status, through a responsible and accessible human services network, and to promote safe and healthy communities. In addition, this division supports HSD in its entirety the goal to provide quality administration and operations by promoting effective and efficient opportunities for good stewardship through:

- * Quality program specific support services.
- * Accurate and reliable information and assistance to help others increase their capacity to identify and address community issues.
- * Efficient and effective operation of the department's computers, computer networking, and office automation decision making.
- * Compliance with federal, state, local and grantor requirements and generally accepted accounting principles.
- * Maintenance of a high standard of professionalism, quality administrative support, and excellent customer service.
 - * Development and sustenance of a collaborative and cooperative work environment.

Program Changes:

None.

Budget Changes:

A grant writer position was added to program 400. There is still a net reduction of FTES in this program due to one position being cut during 2002 and a fiscal position was cut during the budget process.

The DIS charges were increased due to a position that will that is being created in DIS to provide support to Human Services to meet their database needs. This increase was offset by the fiscal position cut during the budget.

In 2003, the budget has increased due to an increase in personnel costs and fixed costs, and the inclusion of DIS charges of \$104,132, which were budgeted elsewhere in 2002.

In total, grant funds support approximately 36% of the total appropriation for administrative services



Fund: 002 General Fund

Division: 001 Human Services Administration

Department: 04 Human Services

Program: 400 Human Services Administration

for 2003, down from 40% in 2002.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Human Services Adminis	19.500	20.500	19.500	19.500	-1.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$752,703	\$899,728	\$931,285	\$31,557	3.51%
Personnel Benefits	\$212,809	\$253,430	\$245,043	(\$8,387)	(3.31%)
Supplies	\$31,025	\$30,000	\$32,800	\$2,800	9.33%
Other Services And Char	\$389,967	\$188,481	\$196,235	\$7,754	4.11%
Interfund Payments for S	(\$326,010)	(\$519,554)	(\$378,944)	\$140,610	(27.06%)
Human Services Admin	\$1,060,494	\$852,085	\$1,026,419	\$174,334	20.46%



Fund: 002 General Fund **Division:** 001 Human Services Administration

04 Human Services Program: 700 Human Services Support **Department:**

Program Description: Allows for transfer of current expense funds used to support programs administered by the Human Services Department. This budget captures General Fund revenues transferred into Human Services to support various programs, including:

Long Term Care & Aging Division:

- * Adult Day Health
- * Home Delivered Meals
- * Information Assistance
- * Long Term Care Ombudsman Program
- * Long Term Care & Aging Adminsitration
- * Retired Senior Volunteer Program (RSVP)
- * Senior Centers

Children and Community Services Division:

Children and Youth Programs:

- * Children's Services Administration
- * Children's Museum
- * Delinquency and Youth Violence Prevention
- * Family Support Centers
- * Kid's Futures
- * Youth Outreach Program

Community Services:

- * Community Information & Referral Line
- * Community Services Administration
- * Homeless Services
- * Housing Coordination
- * Project Self-Sufficiency
- * Veteran's Relief

Mental Health/Alcohol & Other Drugs/Developmental Disabilities Division:

- * Children's Mental Health Respite
- * Peer Support
- * DUI Countermeasure Task Force

Program Changes:

None.

Budget Changes:

In 2003, the budget has increased due to an increase in operating expenses.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Interfund Services	\$1,945,739	\$1,931,115	\$2,185,132	\$254,017	13.15%
Human Services Suppo	\$1,945,739	\$1.931.115	\$2,185,132	\$254,017	13.15%



Fund: 124 Human Services Programs **Division:** 002 Children's Services

Department: 04 Human Services Program: 112 Children's Administration

Program Description:

The mission of the Office of Children's Affairs (OCA) is to strengthen the capacity of families, systems, and communities in Snohomish County to nurture and support children and youth in a manner that helps them reach their maximum potential. There is a substantial need for this office to continue to promote and engage in advocacy for children, youth, and families by focusing on community collaboration and development. Continuing trends to de-categorize funding, to make major system changes in the delivery of services to children and families, and to keep page with emerging issues all contribute to this need. In addition, OCA staff work on increasing public awareness of needs of children and youth, and increasing public involvement in innovative approaches to children and youth issues. Staff help the Children's Commission become as well educated as possible on issues related to children and youth in order that the Commission can expertly address current issues, such as Social and Emotional Development, Demonization of Youth, Abuse and Neglect at Home, and Youth Violence. Each year the Children's Commission identifies areas of focus at their annual retreat.

Goals and Objectives of the program:

- * Provide staff support services for:
- 1) The Snohomish County Children's Commission and their projects, sub-committees and/or task forces. These groups all contain many community members from diverse backgrounds;
- 2) The Kids Futures process to encourage and assist local communities building youth and adult partnerships;
 - 3) Inter-departmental issues affecting children, including prevention and outcomes;
- 4) Reports on children and youth issues for County Council, Human Services Department, County Executive, and general public.
- * Serve as a member of:

The Council for Integrated Children's Programs (CICP) The At Risk Runaway Youth Work Group (ARRY) The Anit-Bullying Task Force

- * Provide leadership for the Community Team Project of the CICP.
- * Provide community linkages/liaison services dedicated to addressing the needs of children, including work with the Federated Health and Safety Network, Partnership for Washington's Futures and Workforce Development Council.

Program Changes:

None.

Budget Changes: In 2003, this budget will increase slightly from 2002 due primarily to an increase in personnel costs.

This budget also includes a revenue neutral budget shift of \$10,000 from administration to the Safe Communities/Safe Schools budget to support a youth development collaboration and partnership program.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Children's Administration	3.350	3.100	3.100	3.100	0.000



Fund: 124 Human Services Programs <u>Division:</u> 002 Children's Services

Department: 04 Human Services **Program:** 112 Children's Administration

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$141,500	\$175,932	\$181,417	\$5,485	3.12%
Personnel Benefits	\$34,375	\$38,376	\$44,718	\$6,342	16.53%
Supplies	\$6,430	\$5,500	\$5,500	\$0	.00%
Other Services And Char	\$240,015	\$231,600	\$220,100	(\$11,500)	(4.97%)
Interfund Payments for S	\$53,942	\$64,527	\$67,605	\$3,078	4.77%
Children's Administrati	\$476,261	\$515,935	\$519,340	\$3,405	.66%



Fund: 124 Human Services Programs Division: 002 Children's Services

Department: 04 Human Services **Program:** 114 Comm. Team for Children/Youth

Program Description:

The Snohomish County Community Team is comprised of a group of key administrators and decision-makers of public and private children/youth service organizations, parents, youth advocates, and other community representatives. The primary purpose is to assist children, youth, and families by facilitating operational changes in the current service delivery systems in order to more effectively provide support and services to families with high risk children.

Goals and Objectives of the program:

- * Increase the number of high risk children who remain in or return to a non-restrictive family setting in Snohomish County.
- * Provide family support and services to help stabilize families with high risk children.
- * Identify systems barriers to be addressed by the Council for Integrated Children's Programs and policy makers.
- * Assist families in finding natural supports and alternative funding sources for services when traditional sources are not available.

Budget Changes:

In 2003, this budget will decrease slightly from 2002 due to a decrease in client support, partially offset by increases in personnel and DIS fees.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Comm. Team for Childre	1.750	1.000	1.000	1.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$45,713	\$51,319	\$55,378	\$4,059	7.91%
Personnel Benefits	\$9,093	\$11,726	\$13,157	\$1,431	12.20%
Supplies	\$1,727	\$1,500	\$1,500	\$0	.00%
Other Services And Char	\$63,146	\$50,984	\$40,498	(\$10,486)	(20.57%)
Interfund Payments for S	\$11,998	\$14,031	\$16,349	\$2,318	16.52%
Comm. Team for Child	\$131,678	\$129,560	\$126.882	(\$2,678)	(2.07%)



Fund: 124 Human Services Programs **Division:** 002 Children's Services

Department: 04 Human Services Program: 116 Family Support Services

Program Description:

There is substantial need to continue to support Family Support Centers in Snohomish County. Recent data indicates that 7,000 citizens participated in family support center programs and activities. In addition, family support centers provided over 7,000 responses to requests for information. Family support centers used 1,151 community volunteers and several full-time AmeriCorps Volunteers who contributed over 12,000 hours of volunteer time.

Funding from Snohomish County establishes the base funding by paying for space (rent, utilities, phone, etc.) and general operating costs (postage, supplies, childcare, etc.) and some staff salaries (program coordinator, etc.). The County funds approximately 15-37% of the center's operating budget. There are no state or federal funds designated for these programs. United Way provides limited support.

The County helped to establish these centers to decentralize services. Family support centers bring services to the community. They are especially useful in rural areas where transportation is a big barrier to services. There are no income or other eligibility criteria. Community members can receive services without being categorized or labeled.

Funding Family Support Centers directly addresses HSD outcomes to stretch Human Services dollars to benefit the diverse communities that we serve.

Goals and Objectives of the program:

- * To continue providing financial support and technical assistance to the seven current family support centers operating in the County.
- * To provide technical assistance to other communities that are interested in developing a family support center.
 - * To provide technical assistance to family support centers to provide quality services.

Budget Changes: In 2002, a reduction of \$8,853 in County General Revenues was taken from this program as part of the General Fund reductions for the department. This program budget reflects the reinstatement of the County General Revenues to pre-2002 appropriation levels.

> An additional \$14,000 was added to bring the Latino Family Service Center up to the same funding level as the other Family Service Centers.

Council added an additional \$45,000 to the Family Support Centers.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$209,992	\$210,000	\$269,000	\$59,000	28.10%
Family Support Service	\$209,992	\$210,000	\$269,000	\$59,000	28.10%



Fund: 124 Human Services Programs <u>Division:</u> 002 Children's Services

Department: 04 Human Services **Program:** 193 ECEAP Administration

Program Description:

To provide training, technical assistance, support and monitoring to assist ECEAP subcontractors in implementing a comprehensive, family-focused preschool program that will help low-income children in Snohomish County succeed in the public school system and assist families in supporting and participating in their children's success. We serve 714 children and their families through the program.

Goals and Objectives of the program:

- * To increase family involvement in all program areas;
- * To demonstrate and promote play-based learning environments;
- * To integrate diversity in all program areas.

This program addresses the HSD outcome to ensure quality Early Childhood Education and Assistance Program services that improve development skills and health of low-income children to prepare for success in school (ECEAP).

Program Changes:

None.

Budget Changes:

In 2003, the ECEAP Administration budget increased due to reallocation of 0.05 FTE of the Administrator's time and increases in County fixed charges.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
ECEAP Administration	0.850	0.850	0.900	0.900	0.050

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$43,685	\$52,303	\$56,496	\$4,193	8.02%
Personnel Benefits	\$11,059	\$11,568	\$16,055	\$4,487	38.79%
Supplies	\$772	\$1,750	\$1,750	\$0	.00%
Other Services And Char	\$4,429	\$8,150	\$8,850	\$700	8.59%
Interfund Payments for S	\$70,506	\$66,823	\$71,410	\$4,587	6.86%
ECEAP Administration	\$130,451	\$140,594	\$154,561	\$13,967	9.93%



Fund: 124 Human Services Programs **Division:** 002 Children's Services

04 Human Services **Program:** 194 ECEAP Operations **Department:**

Program Description:

To provide training, technical assistance, support and monitoring to assist ECEAP subcontractors in implementing a comprehensive, family-focused preschool program that will help low-income children in Snohomish County succeed in the public school system and assist families in supporting and participating in their children's success. We serve 714 children and their families through the program.

Goals and Objectives of the program:

- * To increase family involvement in all program areas;
- * To demonstrate and promote play-based learning environments;
- * To integrate diversity in all program areas.

This program addresses the HSD outcome to ensure quality Early Childhood Education and Assistance Program services that improve development skills and health of low-income children to prepare for success in school (ECEAP).

Program Changes: None.

Budget Changes:

In 2003 the program budget for ECEAP Operations increased over the 2002 authorization. This is due to increases in personnel costs and DIS charges. FTE's for this program increased .60 FTE from the 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
ECEAP Operations	3.250	3.250	3.850	3.850	0.600

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$184,528	\$204,304	\$199,697	(\$4,607)	(2.25%)
Personnel Benefits	\$41,124	\$41,383	\$51,419	\$10,036	24.25%
Supplies	\$12,368	\$18,000	\$18,000	\$0	.00%
Other Services And Char	\$69,247	\$70,550	\$73,300	\$2,750	3.90%
Interfund Payments for S	\$13,250	\$15,930	\$21,863	\$5,933	37.24%
ECEAP Operations	\$320,518	\$350,167	\$364,279	\$14,112	4.03%



Fund: 124 Human Services Programs **Division:** 002 Children's Services

Program: 195 Safe Communities/Safe Schools 04 Human Services **Department:**

Program Description:

There is a substantial need for the Delinquency and Youth Violence Prevention program (formerly Safe Communities/Safe Schools) to specifically address the goal and recommended action steps identified by the Healthy Communities Non-Violence Committee in order to increase the capacity of schools, neighborhoods, and communities to create safe, positive environments for our children. General Revenue funds support a coordinator position, as well as providing the lead in creating an ongoing Anti-Bullying Task Force.

Goals and Objectives of the program:

- * Increase collaboration between human services, schools, juvenile justice, law enforcement and
- * Work in partnership with Community Mobilization, Public Health and Safety Network, and others to address youth violence and community safety.
- * Provide or facilitate the provision of relevant prevention focused training to parents, school personnel and community.

Program Changes:

None.

Budget Changes: In 2003, this budget will increase from 2002 due to an increase of .50fte.

This budget also includes a revenue neutral budget shift of \$10,000 from administration to the Safe Communities/Safe Schools budget to support a youth development collaboration and partnership program.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Safe Communities/Safe S	1.500	0.500	1.000	1.000	0.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$69,395	\$26,656	\$52,697	\$26,041	97.69%
Personnel Benefits	\$17,548	\$9,507	\$17,275	\$7,768	81.71%
Supplies	\$12,360	\$2,750	\$2,750	\$0	.00%
Other Services And Char	\$24,162	\$7,595	\$6,850	(\$745)	(9.81%)
Interfund Payments for S	\$15,211	\$11,342	\$13,949	\$2,607	22.99%
Safe Communities/Safe	\$138.676	\$57,850	\$93.521	\$35,671	61.66%



Fund: 124 Human Services Programs <u>Division:</u> 003 Aging

Department: 04 Human Services **Program:** 511 Aging Administration

Program Description:

The mission of the Long Term Care & Aging Division is to:

* advocate on behalf of

* design, coordinate and manage services for

persons age 60 and over and disabled adults of all ages.

This division supports the HSD outcome to enhance services that help older people and people with disabilities function independently.

Goals and Objectives of the program:

- * Provide advocacy and leadership to older and disabled persons and service providers to create a service system which enables older and disabled persons to remain living as independently as possible.
- * Complete 2004 2007 Area Plan on Aging and submit completed plan to State Aging & Adult Services Administration.
- * Provide staff support to the Council on Aging as they advocate their legislative agenda to the State Legislature and to Congress.
- * Support the development and/or enhancement of a network of services to assist unpaid family caregivers.

Program Changes:

None.

Budget Changes:

In 2003 the Aging Administration budget increased over the 2002 authorization. This is primarily due to increases in personnel costs, space rent, fixed costs and DIS charges. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Aging Administration	5.000	6.000	6.000	6.000	0.000

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$297,973	\$327,829	\$348,038	\$20,209	6.16%
Personnel Benefits	\$67,930	\$73,213	\$83,131	\$9,918	13.55%
Supplies	\$12,070	\$12,000	\$12,000	\$0	.00%
Other Services And Char	\$101,085	\$97,100	\$106,860	\$9,760	10.05%
Interfund Services	\$7,668	\$0	\$0	\$0	.00%
Interfund Payments for S	\$169,051	\$171,767	\$183,490	\$11,723	6.82%
Aging Administration	\$655,777	\$681.909	\$733.519	\$51,610	7.57%



Fund: 124 Human Services Programs Division: 003 Aging

Department: 04 Human Services **Program:** 513 Personal Care

Program Description:

Through face-to-face visits with service recipients and their paid caregivers, the Registered Nurse Expertise Service program monitors the medical condition of home care service recipients and arranges appropriate interventions to maximize the health and well-being of these clients.

This program supports the HSD outcome to help people with impairments maintain the highest level of independence in the least restrictive setting.

Goals and Objectives of the program:

- Maintain program participants in the least restrictive residential setting possible.
- Conduct R.N. home visits to approximately 1,000 recipients of State funded home care services.

Program Changes:

None.

Budget Changes:

In 2003, the Nurse Services program budget increased over the 2002 authorization. This is primarily due to increases in personnel costs. The FTE's allocated to this program will increase by 0.25 due to reallocation of supervisory oversight. A corresponding decrease in FTE appears in the Case Management Program. This is a revenue neutral shift that betters reflects staff time spent on these two related functions.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Personal Care	7.625	5.650	5.910	5.910	0.260

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$267,884	\$271,109	\$300,377	\$29,268	10.80%
Personnel Benefits	\$63,800	\$60,361	\$77,598	\$17,237	28.56%
Supplies	\$13,448	\$5,000	\$5,000	\$0	.00%
Other Services And Char	\$42,057	\$42,030	\$38,650	(\$3,380)	(8.04%)
Interfund Payments for S	\$26,982	\$21,357	\$27,095	\$5,738	26.87%
Personal Care	\$414,170	\$399,857	\$448,720	\$48,863	12.22%



Fund: 124 Human Services Programs Division: 003 Aging

Department: 04 Human Services **Program:** 514 Medicaid Transportation

Program Description:

The purpose of this program is to arrange for the most appropriate and least costly mode of transportation for Snohomish County Medicaid recipients who need transportation to a Medicaid covered health care service.

This program addresses the HSD outcome to maintain and expand access to Medicaid approved services.

Goals and Objectives for the program:

- * Screen calls from approximately 3,500 eligible Medicaid recipients per month who are seeking transportation services,
- * Dispatch approximately 16,350 trips per month to the most appropriate, least costly transportation vendor.

Program Changes:

None.

Budget Changes:

In 2003, fte's will increase in Medicaid Trasportation by .10fte's, due to the reallocation of the Administrator's time. This will result in an increase in personnel costs, offset by a reduction in translation services.

Interpreter Brokerage Services will be administered by the Medicaid Access Transportation program in this program for 2003. This is fully funded through Medicaid Assistance Administration.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Medicaid Transportation	10.500	10.500	10.600	13.600	3.100

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$306,205	\$370,002	\$460,424	\$90,422	24.44%
Personnel Benefits	\$104,262	\$101,950	\$151,826	\$49,876	48.92%
Supplies	\$14,406	\$7,000	\$15,600	\$8,600	122.86%
Other Services And Char	\$98,336	\$100,600	\$88,050	(\$12,550)	(12.48%)
Interfund Payments for S	\$60,823	\$62,266	\$79,725	\$17,459	28.04%
Medicaid Transportatio	\$584,031	\$641.818	\$795,625	\$153,807	23.96%



Fund: 124 Human Services Programs Division: 003 Aging

Department: 04 Human Services **Program:** 542 Information & Assistance

Program Description:

Information and Assistance is a sub-contracted service that provides information, service referral, assistance, client advocacy and screening to persons 60 and over. There is a substantial need for seniors to receive timely, accurate and easily accessible information concerning programs and services that enable them to live as independently as possible in spite of disabling conditions.

Improving access to information and service was identified as a top priority in the 2000 - 2003 Snohomish County Area Plan on Aging. In 2001, this program exceeded contractual program expectations by responding to over 20,646 information contacts and assisting 491 persons with accessing service resources.

Senior Information and Assistance operates and maintains the Family Caregiver Information Line which supplies service resource information to unpaid family caregivers. This service also maintains the SNOCARE.ORG web site, which provides information and linkages to other web sites that address the information and support needs of unpaid family caregivers.

Without this ready access to the critical service information provided by Senior Information and Assistance, older persons and their families are far more likely to forego needed services until the need for assistance becomes critical and the older person requires more expensive interventions.

Historically, the Statewide Health Insurance Benefits Advisors (SHIBA) program operated as a component of RSVP. However, when RSVP was transferred to Catholic Community Services, SHIBA remained with Senior Services. Therefore funds that once were directed to one agency are now allocated between two. This separation will continue into 2003.

Goals and Objectives of the program:

* Maintain the information and assistance service as a publicly recognized access point to the aging network services.

Program Changes:

None.

Budget Changes:

The 2003 budget reflects an expense neutral transfer of \$23,328 from the Recreational Program into the Information & Assistance Program in support of the Senior Health Insurance Benefits Advisors (SHIBA) program.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$14,000	\$7,000	\$30,328	\$23,328	333.26%
Information & Assistan	\$14,000	\$7,000	\$30,328	\$23,328	333.26%



124 Human Services Programs Division: 003 Aging

04 Human Services Program: 543 Case Management **Department:**

Program Description: Assist elderly and disabled persons to assess their need for services, develop a plan to meet those service needs, and implement that plan so that services effectively maintain the independence of these persons in their own home or other community settings.

> This program supports the HSD outcome to help people with impairments maintain the highest level of independence in the least restrictive setting.

Goals and Objectives of the program:

- * Maintain program participants in the least restrictive residential setting possible.
- * Provide case management services to approximately 2,000 elderly and disabled persons.

Program Changes:

This program experienced steady growth in clientele in 2002. State officials predict that this growth trend of approximately 13% per year will continue in 2003. To remain in compliance with our State contract for this service, staff resources need to grow as clientele increases. We therefore anticipate that additional case management staff, including supervisory and support staff, will be needed in 2003 in order to maintain the client/case manger ratio that the State mandates.

Budget Changes:

In 2003, the FTEs allocated to this program will increase by 3.75 with the creation of 3 new Case Manager positions and 1 new Office Assistant II position, and the reallocation of .25 FTE supervisory oversight to the Nurse Services Program. A corresponding increase of .25 FTE appears in the Nurse Services Program. This is a revenue neutral shift that betters reflects staff time spent on these two related functions.

The budget for 2003 increased over the 2002 appropriation for this program, due to the additional FTE's and increased personnel costs, along with increased operating costs.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Case Management	27.813	30.163	33.903	33.903	3.740

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,190,666	\$1,357,105	\$1,567,864	\$210,759	15.53%
Personnel Benefits	\$310,446	\$337,546	\$414,268	\$76,722	22.73%
Supplies	\$58,072	\$16,000	\$16,000	\$0	.00%
Other Services And Char	\$138,669	\$132,915	\$166,715	\$33,800	25.43%
Interfund Payments for S	\$94,183	\$84,081	\$89,137	\$5,056	6.01%
Case Management	\$1,792,035	\$1,927,647	\$2,253,984	\$326,337	16.93%



Fund: 124 Human Services Programs Division: 003 Aging

04 Human Services **Program:** 544 Adult Day Health **Department:**

Program Description: Adult Day Health services are sub-contracted services that are provided to eligible adults in a group setting and on a regular basis in order to prevent or delay entrance into a 24-hour care institution or reduce the length of stay in a 24-hour care institution. Services are designed to address the physical emotional and cognitive needs of participants and include rehabilitative nursing, health monitoring, occupational therapy, personal care, social services, activity therapy, a noon meal and transportation to and from the day health center.

> Funding for the Adult Day Health program comes from a variety of sources including Medicaid, Senior Citizens Services Act, County general revenue, United Way and private payments. The program provides on average 625 service days per month for 65 - 70 people. The Adult Day health program is operated by Senior Services of Snohomish County.

Goals and Objectives of the Program:

Assist eligible individuals to remain in the community at their highest potential in the least restrictive environment while enabling families and other informal and formal caregivers to continue providing needed support.

None. **Program Changes:**

Budget Changes: None.

Staffing Resources:

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Other Services And Char	\$0	\$7,000	\$7,000	\$0	.00%
	Adult Day Health	\$0	\$7,000	\$7,000	\$0	.00%



124 Human Services Programs Division: 003 Aging Fund:

04 Human Services **Program:** 564 Home Delivered Meals **Department:**

Program Description:

Home Delivered Meals is a sub-contracted service to provide nutritious meals and other nutrition services to older persons who are home-bound and isolated by reason of illness or incapacitating disability. There is a substantial need for Home Delivered Meals services which are intended for homebound persons who cannot shop or prepare complex meals.

Typical recipients include persons who were recently discharged from a hospital or nursing home who are still recovering from their injury or illness. Without the home delivered meal, there is a high likelihood that the disabled older person would suffer deteriorating health and require far more expensive intervention, including placement into a nursing home or another residential long-term care facility.

The federal Older Americans Act provides primary funding for this service. Each meal purchased with County funds generates matching funds (approximately \$0.52) from the U.S. Department of Agriculture. In 2001, this program served 153,203 meals.

Goals and Objectives of the program:

- * Services maintain or improve the health status of individuals.
- * Services support an individual's ability to maintain independence.
- * Services prevent premature institutionalization and allow earlier discharge from hospitals, nursing homes or other residential care facilities.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Other Services And Char	\$20,000	\$20,000	\$20,000	\$0	.00%
	Home Delivered Meals	\$20,000	\$20,000	\$20,000	\$0	.00%



Fund: 124 Human Services Programs Division: 003 Aging

Department: 04 Human Services Program: 573 Recreational

Program Description:

This is a sub-contracted service to provide a retired senior volunteer program (RSVP) which provides meaningful opportunities for volunteers age 55 and over to serve in public or private non-profit organizations on a regular basis.

There is a substantial need for services provided by RSVP Volunteers. They expand the capacity of service agencies to provide assistance to senior citizens and younger disabled persons. While the RSVP does not directly address basic/critical human needs of the volunteers, the work of these volunteers directly address basic/critical needs of persons receiving service from agencies where the volunteers are assigned.

Goals and Objectives of the program:

* Provide volunteer opportunities to 1,200 persons age 55 and over who render 200,000 service hours in 100 non-profit and government agencies.

Program Changes:

Until 2002, Senior Services of Snohomish County operated RSVP and received county funds to supplement and match the federal Action Agency grant for RSVP. Now, Catholic Community Services of Snohomish County operates RSVP and receives the federal award. Historically, the Statewide Health Insurance Benefits Advisors (SHIBA) program operated as a component of RSVP. However, when RSVP was transferred to Catholic Community Services, SHIBA remained with Senior Services. Therefore funds that once were directed to one agency are now allocated between two. This separation will continue into 2003.

Budget Changes:

The 2003 budget reflects an expense neutral transfer of \$23,328 from the Recreational Program into the Information & Assistance Program in support of the Senior Health Insurance Benefits Advisors (SHIBA) program.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$83,328	\$83,328	\$60,000	(\$23,328)	(28.00%)
Recreational	\$83,328	\$83,328	\$60,000	(\$23,328)	(28.00%)



Fund: 124 Human Services Programs Division: 003 Aging

Department: 04 Human Services **Program:** 588 Long-Term Care Ombudsman

Program Description: To advocate for the needs and interests of residents of long term care facilities by providing Long-Term

Care Ombudsman services to these residents.

This service supports the HSD outcome to increase the capacity for conflict resolution and advocacy services for residents of long-term care facilities.

Goals and Objectives of the program:

* Respond to approximately 300 complaints from long-term care facility residents.

Program Changes: None.

Budget Changes: 1

In 2003 the Long-Term Care Ombudsman Program budget increased over the 2002 authorization. This is primarily due to increased personnel costs and operating costs. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Long-Term Care Ombud	2.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$69,364	\$77,453	\$91,082	\$13,629	17.60%
Personnel Benefits	\$19,258	\$21,163	\$23,847	\$2,684	12.68%
Supplies	\$3,316	\$1,107	\$1,107	\$0	.00%
Other Services And Char	\$15,630	\$13,950	\$20,050	\$6,100	43.73%
Interfund Payments for S	\$9,615	\$10,425	\$14,577	\$4,152	39.83%
Long-Term Care Ombu	\$117,183	\$124,098	\$150,663	\$26,565	21.41%



Fund: 124 Human Services Programs Division: 003 Aging

Department: 04 Human Services **Program:** 593 Senior Center Operations

Program Description: Provides for the operation of five multi-purpose senior centers where residents age 55 and over meet, receive service and participate in activities that enhance their dignity and support their involvement in the life and affairs of the community.

> There is a substantial need for Senior Centers as they serve as a critical infrastructure by providing facilities, management and coordination of a range of services available in local communities to senior citizens. The five Senior Centers receiving County General Revenue funds served a total of 19,500 registered members in 2002.

Senior Centers are a principle source of service information for older persons and their families who are seeking resources in their local community. Finally, Senior Centers are a source of volunteers who provide assistance to older persons and agencies.

Goals and Objectives of the program:

* Each center provides at least five services described in Multi-Purpose Center Guidelines published by the state.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$275,000	\$275,000	\$275,000	\$0	.00%
Senior Center Operatio	\$275,000	\$275,000	\$275,000	\$0	.00%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services Program: 110 Community Services Admin

Program Description:

Community Services Administration serves as the Community Action Partnership Agency (CAP) for the County by coordinating the development and administration of services and advocacy for children, youth and families with low-income, those impacted by welfare reform, and other at-risk populations in movement towards self-sufficiency.

The CAP addresses the HSD outcome to enhance and/or sustain opportunities in the community that assist low-income persons with their self-sufficiency efforts.

CAP programs include Early Childhood Education & Assistance, Office of Children's Affairs, Community Services Block Grant, Medicaid Access Transportation, Project Self-Sufficiency, Energy Assistance, Weatherization, and Veterans Assistance programs.

CAP programs all leverage at least three times their program budget in additional resources and services for their target populations. The programs serve at a minimum 20,000 low-income individuals and families per year. Staff from Division programs are involved in many community initiatives and endeavors including: Snohomish County Counts; Workforce Development Council; Communities in Schools; Early Head Start; Juvenile Justice Subcommittee; Human Service Council; Homeless Policy Task Force; Self-Sufficiency Board; and the Health and Safety Network. In addition, staff from Division programs provide coordination and support for the Children's Commission, Council for Integrated Children's Programs, ECEAP Family Policy Council, Veterans Assistance Fund Board, Community Services Advisory Council, and the Special Needs Transportation Coalition.

The Community Services Administrator serves as the County's CAP Director and represents the Snohomish County CAP at state and national levels. Other staff serve on state workgroups.

Program Changes:

The reorganization of the Human Services Department in late 2002 grouped traditional Community Action programs together in the Children, Family and Community Services Division, including Early Childhood Education & Assistance, Office of Children's Affairs, Community Services Block Grant, Medicaid Access Transportation, Project Self-Sufficiency, Energy Assistance, Weatherization, and Veterans Assistance programs.

Budget Changes:

In 2003, the Community Services Administration budget increased by 0.25 FTE due to reallocation of the Administrator's time.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Community Services Ad	0.230	0.230	0.480	0.480	0.250

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$23,540	\$17,193	\$36,824	\$19,631	114.18%
Personnel Benefits	\$4,049	\$3,479	\$10,341	\$6,862	197.24%
Supplies	\$282	\$910	\$910	\$0	.00%
Other Services And Char	\$11,330	\$11,860	\$13,125	\$1,265	10.67%
Interfund Payments for S	\$16,986	\$26,292	\$28,112	\$1,820	6.92%
Community Services A	\$56,187	\$59,734	\$89,312	\$29,578	49.52%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 115 CSBG Administration

Program Description:

The goal of the Community Services Block Grant (CSBG) is to enhance self-sufficiency among low-income families by funding services that address critical needs, such as: information and referral, case management, domestic violence, legal assistance, advocacy and homeless case management.

Goals and Objectives of the program:

- * Achieve 80% of outcome measures contracted with community based organizations.
- * Plan and fund services which will meet some of the critical needs of approximately 1,500 low-income residents.
- * Develop linkages with other programs and local communities to improve access to self-sufficiency services.
- * Coordinate with other community and county based groups to achieve a more comprehensive approach to poverty countywide.
- * Develop an Advocacy and Public Education Plan on poverty in Snohomish County.

Program Changes:

None.

Budget Changes:

In 2003 the CSBG Administration budget increased over the 2002 authorization. This is due primarily to increases in personnel costs and professional services. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
CSBG Administration	1.000	1.000	1.000	1.000	0.000

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$32,468	\$57,808	\$60,051	\$2,243	3.88%
Personnel Benefits	\$8,743	\$12,572	\$13,604	\$1,032	8.21%
Supplies	\$1,392	\$1,200	\$1,100	(\$100)	(8.33%)
Other Services And Char	\$11,811	\$12,019	\$14,386	\$2,367	19.69%
Interfund Services	\$7,212	\$0	\$0	\$0	.00%
Interfund Payments for S	\$30,782	\$27,641	\$27,685	\$44	.16%
CSBG Administration	\$92,408	\$111.240	\$116.826	\$5.586	5.02%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services Program: 117 Homeless Services

Program Description: County General Funds are used to supplement homelessness prevention and emergency shelter

programs in the community, particularly where an agency is unexpectedly short of funds, or to help

initiate services to underserved areas or populations. These are all direct service dollars.

These funds are the only funds that the County spends for direct services to the homeless population. The federal and state governments fund all other services provided for homeless individuals and

families in Snohomish County.

Program Changes: none

Budget Changes: In 2003 the Homeless Services budget is the same as the 2002 authorization level.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the

State and other sources as soon as next year.

Staffing Resources:

<u>Financial Resources - Expenditures:</u>

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
-	Other Services And Char	\$0	\$0	\$27,500	\$27,500	100.00%
	Homeless Services	\$0	\$0	\$27.500	\$27,500	100 00%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 118 Community Information Line

Program Description:

Community Information Line provides information and referral services to citizens seeking social and human services. It also provides maintenance, quality control and retention of centralized data.

The program provided 28,664 units of service in 2001. A unit of service for this program is defined as any of the following:

- * an incoming call,
- * the sale of a "Where to Turn" directory,
- * the sale of a CD-ROM,
- * an incoming call to Community Keys,
- * a single access through on-line services placed at strategic locations throughout the county (libraries and schools).

Not all calls are captured, particularly when CD-ROMs are used. Lack of information about the service represents a significant barrier.

With regard to Healthy Communities, our efforts to link all aspects of our community (business, government, schools, libraries, and agencies) include the Community Information Line data bank and the maintenance of that information. This service benefits everyone community-wide. There are no income requirements. If people can't find the information about service they need they cannot begin to access services.

These funds are used to provide core funding for the Community Information Line operated by Volunteers of America. This service was developed in response to requests from the county, the private sector, and social service agencies to maintain and manage accurate information about social services available in the county and region.

Goals and Objectives of the program:

* Maintained on a centralized data bank, information on community resources that is accessible by telephone, through a printed document, or through the "Community Key," an on-site computer system.

Program Changes:

None.

Budget Changes:

In 2003 the Community Information Line budget is the same as the 2002 authorization level.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$25,000	\$20,000	\$20,000	\$0	.00%
Community Informatio	\$25,000	\$20,000	\$20,000	\$0	.00%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 130 Self-Sufficiency Project

Program Description:

Project Self-Sufficiency (PS-S) provides a foundation of support services (including comprehensive case management) in conjunction with Section 8 housing assistance from the two local Housing Authorities, to assist parents of low-income families in becoming economically self-sufficient.

This program is primarily funded with County General Revenue. There is a substantial need to continue supporting this program. PS-S applicants are basically low-income women with children. They have ended up on public assistance or in entry level, low paying jobs as the result of the break-up of the family due to factors such as drugs, alcohol, and abuse. PS-S provides the very basic need of housing along with counseling and other supportive services, which help redirect and support the family as the parents are getting the skills/training they need in order to get jobs that pay a living wage. Each family selected for PS-S receives Section 8 Housing, which assures a family will pay no more than one-third of their income for rent. In addition, the program provides a foundation of supportive services including assessment, counseling, action planning, and emergency service vouchers that help the family meet other basic needs, such as food or utility shut-off notices. The program has taken new urgency as the State WorkFirst program pressures clients into taking the first job they are offered, often one that has little potential for lifting the family out of poverty. Since 1985, the program has played a vital role in securing 1513 new housing vouchers for Snohomish County's low-income families. These vouchers are significant in assisting low-income families in making the transition from welfare to work. At least 70% of the program participants have become employed for a savings in public assistance of over \$4,000,000 plus medical benefits and food stamps. There is a greater need for the program now than ever before due to the slow economy and the TANF five-year deadline.

Goals and Objectives of the program:

- * To provide case management and other support services to 200 low-income families based on individualized self-sufficiency plans developed with the parents of low-income families.
- * To work collaboratively with the Snohomish County and Everett Housing Authorities to:
 - Expand the Project Self-Sufficiency model to other low-income housing residents;
 - Increase the number of low-income housing vouchers available in Snohomish County.

Program Changes:

None.

Budget Changes:

In 2003 the Self-Sufficiency Project budget increased slightly over the 2002 authorization. FTE's for this program increased .004 above the 2002 authorization levels due to a reallocation of the Administrator's time.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Self-Sufficiency Project	4.070	4.070	4.070	4.070	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$206,273	\$222,309	\$223,593	\$1,284	.58%
Personnel Benefits	\$48,833	\$48,548	\$52,799	\$4,251	8.76%
Supplies	\$4,481	\$1,848	\$2,848	\$1,000	54.11%
Other Services And Char	\$46,496	\$48,101	\$48,606	\$505	1.05%
Interfund Payments for S	\$78,302	\$67,634	\$61,775	(\$5,859)	(8.66%)



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

<u>Department:</u> 04 Human Services **Program:** 130 Self-Sufficiency Project

 Self-Sufficiency Project
 \$384.385
 \$388.440
 \$389.621
 \$1.181
 .30%



Fund: 124 Human Services Programs **Division:** 004 Alcoh & Other Drugs and CS

Program: 131 DUI Countermeasure 04 Human Services **Department:**

Program Description:

The mission of the DUI Task Force is to reduce the number of traffic related injuries and fatalities associated with unlawful and unsafe motorist behavior and to increase traffic safety in Snohomish County through community education, diversion, and awareness activities.

The DUI Task Force raises awareness and educates Snohomish County residents about traffic safety with an emphasis on the effects of driving a motor vehicle while under the influence of alcohol and/or drugs. An estimated ten thousand people received direct services including court ordered Victim Panels, school assemblies, and driver's education classes over the past year. DUI correlates directly with other problems in our community such as alcohol/drug abuse, domestic violence, burglaries, robberies and causes crimes of violence. Although DUI fatalities and injuries have been reduced over the years, the percentage of Snohomish County alcohol-related traffic deaths (54%) is higher than the State average (42%).

Goals and Objectives for the Program are:

- * Educate Snohomish County drivers on safe driving practices
- * Deliver DUI Task Force and community education activities, including school-based traffic safety education, distributing traffic safety information to citizens at safety fairs and the Evergreen State Fair, sponsoring activities that educate the most vulnerable age group, 15 to 24 year olds.
- * Conduct community recognition events to honor traffic-safety related accomplishments in Snohomish county.
- * A minimum of three DUI Victim Panels per month for individuals convicted of alcohol and other drug-related driving offenses.

These goals and objectives support the HSD outcome to:

* Use educational class to promote safer roadways and to decrease impaired driving.

Program Changes: None.

Budget Changes:

In 2003 the DUI Countermeasure budget increased over the 2002 authorization. This is primarily due to increases in personnel costs and increases in PACE activities that are soley funded through local donations. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
DUI Countermeasure	1.200	1.200	1.200	1.200	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$57,960	\$59,568	\$61,585	\$2,017	3.39%
Personnel Benefits	\$13,259	\$13,235	\$17,127	\$3,892	29.41%
Supplies	\$10,147	\$5,900	\$6,100	\$200	3.39%
Other Services And Char	\$17,073	\$10,873	\$21,333	\$10,460	96.20%
Interfund Payments for S	\$17,398	\$12,812	\$13,858	\$1,046	8.16%
DUI Countermeasure	\$115.837	\$102.388	\$120,003	\$17,615	17.20%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 135 Housing Coordination

Program Description:

The purpose of this program is to provide preventive and responsive services to homeless people and those who are at risk of becoming homeless. In 2003, the Homeless Services Coordinator (HSC) will administer 16 - 18 downline contracts (5 upline contracts) for homelessness prevention, emergency shelter, transitional housing, and support services.

The HSC assists in planning for and developing new or expanded services, and in the coordination of existing services. In 2003, community planning activities will be carried out through HSC participation in the Snohomish County Homeless Policy Task Force, Sky Valley Homeless Task Force, and Washington State Coalition for the Homeless (including participation on the WSCH Board). The HSC will be responsible for planning, implementation and operational oversight of the local Homeless Management Information Systems (HMIS). In other instances, planning occurs on a one-to-one basis with individual agencies.

The HSC also provides information on homelessness to providers and County staff on a regular basis, and to the public and media upon request.

Program Changes:

none

Budget Changes:

In 2003, the budget has increased due to the transfer of the Housing Services Coordinator from the Division of Aging to the budgeted Division of Alcohol & Other Drugs and Community Services. This is a revenue neutral change. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Housing Coordination	0.000	0.000	1.000	1.000	1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$0	\$55,702	\$55,702	100.00%
Personnel Benefits	\$0	\$0	\$13,169	\$13,169	100.00%
Supplies	\$0	\$0	\$1,800	\$1,800	100.00%
Other Services And Char	\$0	\$0	\$8,586	\$8,586	100.00%
Interfund Payments for S	\$0	\$0	\$24,358	\$24,358	100.00%
Housing Coordination	\$0	\$0	\$103,615	\$103,615	100.00%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 210 Energy Administration

Program Description: To provide administrative support to the County's energy assistance programs.

Goals and Objectives of the program:

* In compliance with all federal, state and local laws, provide heating fuel assistance and energy conservation education to 3,300 eligible low-income households so that heat is maintained during peak winter usage.

The Energy Assistance program addresses the HSD goal to promote and sustain dignity and independence, regardless of social, health, or economic status, through a responsible and accessible human services network. By working in concert with other department and community programs, energy services are a vital part of the milieu of supports to help stabilize low-income households.

Program Changes:

None.

Budget Changes:

In 2003 the Energy Administration budget increased over the 2002 authorization. This is due primarily to increases in Interfund DIS overhead, space rental and interfund labor. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Energy Administration	0.430	0.960	0.960	0.960	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$34,245	\$68,896	\$53,569	(\$15,327)	(22.25%)
Personnel Benefits	\$7,685	\$13,571	\$12,723	(\$848)	(6.25%)
Supplies	\$24,212	\$1,570	\$1,570	\$0	.00%
Other Services And Char	\$4,098	\$6,995	\$12,743	\$5,748	82.17%
Interfund Payments for S	\$27,218	\$32,171	\$44,538	\$12,367	38.44%
Energy Administration	\$97,458	\$123,203	\$125,143	\$1.940	1.57%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 211 Energy Program Support

Program Description: To provide administrative support to the County's energy assistance programs.

Goals and objectives of the program:

* In compliance with all federal, state and local laws, provide heating fuel assistance and energy conservation education to 3,300 eligible low-income households so that heat is maintained during peak

winter usage.

Program Changes: None.

Budget Changes: In 2003 the Energy Program Support budget increased over the 2002 authorization. This is due primarily to increases in personnel costs. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Energy Program Support	0.400	0.200	0.200	0.200	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$77,056	\$79,500	\$92,605	\$13,105	16.48%
Personnel Benefits	\$11,856	\$9,363	\$10,762	\$1,399	14.94%
Supplies	\$4,164	\$3,715	\$4,017	\$302	8.13%
Other Services And Char	\$35,124	\$50,217	\$41,776	(\$8,441)	(16.81%)
Interfund Payments for S	\$13,446	\$12,888	\$15,334	\$2,446	18.98%
Energy Program Suppo	\$141,647	\$155,683	\$164,494	\$8,811	5.66%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 212 Energy Consumer Education

Program Description:

The Energy Assistance Program provides Snohomish County low-income households with resources to adequately heat their homes. This program supports the expenses to provide energy conservation education and materials to energy assistance clients. Providing clients with education about their energy usage helps them to reduce their energy bills.

Goals and Objectives of the program:

* In compliance with all federal, state and local laws, provide heating fuel assistance and energy conservation education to 3,300 eligible low-income households so that heat is maintained during peak winter usage.

Program Changes:

None.

Budget Changes:

In 2003 the Energy Consumer Education budget increased over the 2002 authorization. This is due primarily to increases in personnel costs. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Energy Consumer Educat	0.280	0.150	0.150	0.150	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$41,403	\$68,472	\$71,094	\$2,622	3.83%
Personnel Benefits	\$6,807	\$7,910	\$8,225	\$315	3.98%
Supplies	\$1,690	\$0	\$1,690	\$1,690	100.00%
Interfund Payments for S	\$440	\$327	\$440	\$113	34.56%
Energy Consumer Educ	\$50,339	\$76,709	\$81,449	\$4,740	6.18%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 213 Energy Dir Svcs - EAP/ECIP

Program Description:

The Energy Assistance Program provides Snohomish County low-income households with resources to adequately heat their homes. This program is the amount of funding available to provide Energy Assistance Program grants to eligible clients.

Goals and Objectives of the program:

* In compliance with all federal, state and local laws, provide heating fuel assistance and energy conservation education to 3,300 eligible low-income households so that heat is maintained during peak winter usage.

Program Changes:

None.

Budget Changes:

In 2003 the Energy Dir Svcs - EAP/ECIP budget increased over the 2002 authorization. This is due primarily to increases in funding to provide direct client services.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Other Services And Char	\$1,642,034	\$1,334,628	\$1,366,378	\$31,750	2.38%
	Energy Dir Sycs - EAP/	\$1 642 034	\$1 334 628	\$1 366 378	\$31.750	2 38%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 220 Weatherization Administration

Program Description: To provide administrative support to the County's comprehensive weatherization service program.

The Weatherization Assistance program budget is composed of eight funding sources. The Low-Income Home Energy Assistance Program (LIHEAP) is projected to remain the same. The Bonneville Power Administration, Department of Energy, Snohomish County and City of Everett Community Development Block Grant and Energy Matchmaker are based on current contract levels.

Goals and Objectives of the program:

- * In compliance with all federal, state, and local laws, provide long-term energy conservation measures to 350 units occupied by qualified targeted low-income households.
- * To provide repairs to about 50 homes which will allow us to complete more conservation measures.
- * Increase the quality of life for low-income residents by improving energy efficiency and repairing health and safety hazards.

The Weatherization program addresses the HSD goal to promote and sustain dignity and independence, regardless of social, health, or economic status, through a responsible and accessible human services network. By working in concert with other department and community programs, weatherization plays a vital part of the milieu of supports to help stabilize low-income households.

Program Changes:

None.

Budget Changes:

In 2003 the Weatherization Administration budget increased over the 2002 authorization. This is due primarily to increases in interfund DIS overhead, indirect costs and workers compensation. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Weatherization Administ	0.800	0.800	0.800	0.800	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$49,188	\$48,277	\$52,067	\$3,790	7.85%
Personnel Benefits	\$12,032	\$11,686	\$14,998	\$3,312	28.34%
Supplies	\$1,196	\$872	\$872	\$0	.00%
Other Services And Char	\$4,152	\$10,622	\$7,050	(\$3,572)	(33.63%)
Interfund Payments for S	\$74,508	\$67,417	\$72,880	\$5,463	8.10%
Weatherization Admini	\$141,076	\$138,874	\$147.867	\$8,993	6.48%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 221 Weatherization Program Support

Program Description:

The Weatherization Program provides for the installation of comprehensive energy conservation materials into the homes of low-income Snohomish County residents. This program supports the expenses, other than administration, of operating the Weatherization Program (i.e. auditor staff time).

This program is supported by eight funding sources: the Low-Income Home Energy Assistance Program (LIHEAP); the Bonneville Power Administration; the Department of Energy; Snohomish County and City of Everett Community Development Block Grant; and Energy Matchmaker funds from the Department of Community, Trade and Economic Development.

Goals and Objectives of the program:

- * In compliance with all federal, state, and local laws, provide long-term energy conservation measures to 350 units occupied by qualified targeted low-income households.
- * To provide repairs to about 50 homes which will allow us to complete more conservation measures.
- * Increase the quality of life for low-income residents by improving energy efficiency and repairing health and safety hazards.

Program Changes:

None.

Budget Changes:

In 2003 the Weatherization Program Support budget increased over the 2002 authorization. This is due primarily to increases in personnel costs and space rental. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Weatherization Program	6.190	5.990	5.990	5.990	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$251,796	\$291,641	\$296,455	\$4,814	1.65%
Personnel Benefits	\$65,924	\$66,636	\$78,581	\$11,945	17.93%
Supplies	\$1,615	\$5,150	\$5,150	\$0	.00%
Other Services And Char	\$17,395	\$27,911	\$32,434	\$4,523	16.21%
Interfund Payments for S	\$12,589	\$13,134	\$13,840	\$706	5.38%
Weatherization Progra	\$349,319	\$404,472	\$426,460	\$21,988	5.44%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services Program: 222 Weatherization Labor

Program Description:

The Weatherization Program provides for the installation of comprehensive energy conservation materials into the homes of low-income Snohomish County residents. This program is the amount of funding available for conservation materials and the cost of labor for installation.

This program is supported by eight funding sources: the Low-Income Home Energy Assistance Program (LIHEAP); the Bonneville Power Administration; the Department of Energy; Snohomish County and City of Everett Community Development Block Grant; and Energy Matchmaker funds from the Department of Community, Trade and Economic Development; and utility funds from Puget Sound Energy (PSE) and Snohomish County Public Utility District (PUD).

Goals and Objectives of the program:

- * In compliance with all federal, state, and local laws, provide long-term energy conservation measures to 350 units occupied by qualified targeted low-income households.
- * To provide repairs to about 50 homes which will allow us to complete more conservation measures.
- * Increase the quality of life for low-income residents by improving energy efficiency and repairing health and safety hazards.

Program Changes:

None.

Budget Changes:

In 2003, the Labor budget decreased due to decreases in projected federal revenues.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Other Services And Char	\$746,411	\$1,014,485	\$943,212	(\$71,273)	(7.03%)
	Weatherization Labor	\$746.411	\$1.014.485	\$943.212	(\$71.273)	(7.03%)



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services Program: 360 Veterans Relief

Program Description:

The Veterans Service Program provides temporary financial relief, burial assistance, information and referral to eligible low-income veterans and their families in Snohomish County.

There is substantial need to support Veterans Programs. Snohomish County has the third largest veteran population in the State with approximately 65,000 veterans. During the last five years there has been a significant increase in the number of individuals requesting assistance and the complexity of their needs. The Naval Station in Everett opened in 1994, can account for a large part of the increase over the past five years. Program efforts are targeted towards six critical areas: health, wellness, housing, employment, access to local and state VA services/resources and voucher assistance. General funds are critical in maintaining the level of staffing required to provide for the demonstrated and substantial need of veterans in the County.

Goals and Objectives of the program:

- * To provide effective emergency assistance, advocacy, information and/or referral to approximately 1,200-1,500 veterans annually.
- * To provide direct emergency assistance through vouchers for 600-800 veterans.
- * To maintain an efficient voucher control and accounting system to provide better services at a lower cost.
- * To maximize availability of their community resources to veterans.
- * To assist veterans in getting State and Federal benefits to which they are entitled.

Program Changes:

None.

Budget Changes:

The 2003 budget includes a reduction of staff from 4.0 to 2.0 FTE. This change will assure that more than 50% of the dedicated millage is dedicated for emergency vouchers. There was a net increase of \$95,475 in the emergency voucher budget from 2002 to 2003. There is also a reduction in space costs, as the office has moved within the department space, saving outside rental costs. Included in the budget are lines items for:

- * Dues to cover the Veterans Service Officer's memberships in veterans organizations;
- * Registration to cover staff development through skills building training in needs assessment, case management, crisis intervention and motivational counseling, family development, and addiction.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Veterans Relief	4.000	4.000	2.000	2.000	-2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$110,905	\$155,644	\$108,128	(\$47,516)	(30.53%)
Personnel Benefits	\$31,918	\$42,163	\$27,436	(\$14,727)	(34.93%)
Supplies	\$3,191	\$4,250	\$3,350	(\$900)	(21.18%)
Other Services And Char	\$200,158	\$215,782	\$226,714	\$10,932	5.07%
Interfund Payments for S	\$37,330	\$37,904	\$38,301	\$397	1.05%
Veterans Relief	\$383,503	\$455,743	\$403,929	(\$51.814)	(11.37%)



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 377 Vet Rel Pending Grants

Program Description: This program is established in the event that additional grant funding is awarded to Snohomish County

for this program area.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
-	Other Services And Char	\$0	\$50,000	\$50,000	\$0	.00%
	Vet Rel Pending Grants	\$0	\$50,000	\$50,000	\$0	.00%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services Program: 611 Alcohol & Other Drugs

Program Description:

This program provides administration of federal and state funding designated for chemical dependency treatment and prevention activities. The goal of this program is to develop and implement programs to reduce the negative impact substance abuse has on the residents of Snohomish County.

Goals and Objectives of the program:

- * Manage 16 subcontracts for the delivery of treatment services and ten subcontracts for prevention programs, including on-site monitoring visits annually.
- * Identify community needs related to substance abuse treatment and prevention, and explore options to provide effective programs to meet community needs.
- * Work collaboratively with the judicial system, social service providers and State of Washington Department of Social and Health Services to increase the effectiveness of chemical dependency treatment and prevention programs.

These goals and objectives support the HSD outcomes to:

- * Enhance delivery of services to indigent and low-income persons who are addicted.
- * Prevent or reduce the misuse and abuse of alcohol, tobacco and other drugs by youth.

Program Changes:

None.

Budget Changes:

In 2003 the Alcohol & Other Drugs Administration budget decreased over the 2002 authorization. This is due primarily to elimination of the transfer to the Prosecution Attorney because of the relocation of the Stop Grant and the reduction in interfund other services for Structured Residential services. FTE's for this program decreased by 0.204 FTE due to reallocation of the Administrator's time.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Alcohol & Other Drugs	4.600	4.600	4.400	4.400	-0.200

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$247,036	\$247,622	\$258,858	\$11,236	4.54%
Personnel Benefits	\$55,585	\$55,990	\$62,353	\$6,363	11.36%
Supplies	\$18,661	\$15,000	\$15,000	\$0	.00%
Other Services And Char	\$93,695	\$123,321	\$139,813	\$16,492	13.37%
Interfund Services	\$34,318	\$48,612	\$0	(\$48,612)	(100.00%)
Interfund Payments for S	\$174,014	\$185,095	\$181,910	(\$3,185)	(1.72%)
Alcohol & Other Drugs	\$623,309	\$675,640	\$657,934	(\$17,706)	(2.62%)



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services Program: 691 Drug Court

Program Description:

Snohomish County's Adult Drug Court provides an alternative remedy for adult addicts with non-violent felony charges pending. Drug Court participants receive comprehensive supervision, drug testing, treatment services and immediate sanctions and incentives. Approximately 175 participants will be served, if the program is fully funded.

The goal of this program is to break the cycle of repeat prosecutions and incarcerations of substance abusing criminal offenders. Program objectives include helping individual participants to:

- * Achieve goals for substance treatment.
- * Remain drug-free for at least six months.
- * Secure regular employment or be in school.

These goals and objectives support the HSD outcomes to:

* Coordinate the Snohomish County Drug Court.

Program Changes:

None.

Budget Changes:

In 2003 the Drug Court budget decreased over the 2002 authorization. This is due the administrator position being shifted to Superior Court September 1, 2003. The grant that supports this program ends on August 31, 2003.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Drug Court	1.000	1.000	1.000	0.000	-1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$44,048	\$47,109	\$33,477	(\$13,632)	(28.94%)
Personnel Benefits	\$11,422	\$11,003	\$8,368	(\$2,635)	(23.95%)
Supplies	\$801	\$975	\$644	(\$331)	(33.95%)
Other Services And Char	\$11,211	\$17,483	\$9,184	(\$8,299)	(47.47%)
Interfund Payments for S	\$1,925	\$1,840	\$3,633	\$1,793	97.45%
Drug Court	\$69,408	\$78,410	\$55.306	(\$23,104)	(29.47%)



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 692 AOD Liason

Program Description:

This program includes the DCFS Liaison Services and CSO Liaison Services. Chemical Dependency Specialists provide support to staff and services to clients in the four DSHS Community Service Offices and the four Children & Family Services' sites within the County.

The goal of the program is to increase the identification of TANF and Children's Protective Services clients with substance abuse problems and link them with treatment. The Specialists provide training, support to staff and outreach, assessment and referral services to clients.

This program support the HSD outcome to:

* Increase the number of Washington State Dept. of Social and Health Services' clients accessing chemical dependence treatment services.

Program Changes:

None.

Budget Changes:

In 2003 the AOD Liaison budget increased over the 2002 authorization. This is due primarily to increases in personnel costs, operating equipment and interfund telephone. FTE's for this program remain at 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
AOD Liason	4.000	4.000	4.000	4.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$162,520	\$178,134	\$188,656	\$10,522	5.91%
Personnel Benefits	\$43,097	\$43,288	\$48,750	\$5,462	12.62%
Supplies	\$2,628	\$4,514	\$8,300	\$3,786	83.87%
Other Services And Char	\$12,788	\$26,034	\$22,030	(\$4,004)	(15.38%)
Interfund Payments for S	\$4,543	\$3,080	\$4,880	\$1,800	58.44%
AOD Liason	\$225,576	\$255,050	\$272,616	\$17,566	6.89%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 693 Drug Court Treatment

Program Description:

Snohomish County's Adult Drug Court provides an alternative remedy for adult addicts with non-violent felony charges pending. Drug Court participants receive comprehensive supervision, drug testing, treatment services and immediate sanctions and incentives. Approximately 175 participants will be served, if the program is fully funded.

Program objectives include helping individual participants to:

* Achieve goals for substance treatment.

* Remain drug-free for at least six months.

These goals and objectives support the HSD outcomes to:

* Coordinate the Snohomish County Drug Court.

Program Changes: We propose increasing the number of participants from about 50 to 175 by requesting County General

funds to support participant drug treatment.

<u>Budget Changes:</u> General funds totaling \$200,000 have been recommended to allow the program to bring the participants

of this program up to 125. This funding will allow for a phased in approach.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$0	\$0	\$200,000	\$200,000	100.00%
Drug Court Treatment	\$0	\$0	\$200,000	\$200,000	100.00%



Fund: 124 Human Services Programs Division: 004 Alcoh & Other Drugs and CS

Department: 04 Human Services **Program:** 777 Energy/Weatherization Pending

Program Description: This program is established in the event that additional grant funding is awarded to Snohomish County

for this program area.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$0	\$900,000	\$900,000	\$0	.00%
Energy/Weatherization	\$0	\$900,000	\$900,000	\$0	.00%



Fund: 124 Human Services Programs Division: 005 Mental Health/Dev Dis

Department: 04 Human Services **Program:** 411 Mental Health Administration

Program Description:

The Community Mental Health Program provides leadership to the community in establishing responsive and appropriate mental health services to mentally ill individuals and to persons in crisis. The division administers and monitors contracts with community mental health providers in conjunction with the North Sound Regional Support Network. It is responsible for planning and community organizing to insure that areas of unmet need are addressed. For example: the Division initiated improvements to crisis services for adults and children; it created the capacity for more effective planning for services to hard to serve adults and children.

There is substantial need to address depression in older persons in the community. The Peer Support program, funded in part with county general revenues, expands community capacity to deliver mental health services beyond those services available only through agency salary staff, and provides early stage intervention to persons inclined to deny themselves this service due to the stigma of seeking mental health assistance. The Peer Support program recruits, trains and assigns volunteers who provided approximately 3,044 hours of mental health intervention to 102 older persons who need this service but may refuse to seek it from mental health agencies. This program is contracted through Long-Term Care and Aging.

In 2003, County general funds will be used to provide respite for children in families served by the mental health system, augmenting the continuum of care. Pre-crisis respite services for parents of severely emotionally disturbed children are provided to prevent crisis episodes, and are essential to sustaining children their homes, thereby preventing psychiatric hospitalization. No similar services are available to these families elsewhere in the community.

Goals and Objectives of the program:

- * Initiate system improvements through two contracts and amendments.
- * Provide two on site monitoring visits to support the contracts.
- * Develop two plans for community mental health programs.
- * Represent Snohomish County interests in regional planning/contracting efforts.

These goals and objectives support the HSD outcomes to:

* Sustain people with major mental illness in the community close to their homes.

Program Changes:

None.

Budget Changes:

In 2003 the Mental Health Administration budget increased slightly over the 2002 authorization. This is due to increases in fixed costs and DIS charges, offset with a decrease in personnel costs. FTE's for this program decreased .1 FTE from the 2002 authorization levels due to a reallocation of the Administrator's time.

This budget reflects a stabilization in funding from the state through the North Sound Regional Support Network. This places increased reliance on existing fund balance and millage to support these objectives. Continuation of this funding pattern will not sustain projected program expenditures in subsequent years.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Mental Health Administr	2.750	2.250	2.150	2.150	-0.100



Fund: 124 Human Services Programs <u>Division:</u> 005 Mental Health/Dev Dis

Department: 04 Human Services **Program:** 411 Mental Health Administration

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$127,112	\$133,490	\$130,731	(\$2,759)	(2.07%)
Personnel Benefits	\$31,448	\$30,024	\$33,940	\$3,916	13.04%
Supplies	\$3,242	\$2,500	\$2,500	\$0	.00%
Other Services And Char	\$149,851	\$126,500	\$126,000	(\$500)	(.40%)
Interfund Payments for S	\$187,979	\$144,757	\$146,154	\$1,397	.97%
Mental Health Adminis	\$499,633	\$437,271	\$439,325	\$2,054	.47%



Fund: 124 Human Services Programs Division: 005 Mental Health/Dev Dis

Department: 04 Human Services **Program:** 413 Evaluation & Treatment Facil

Program Description:

The purpose of this activity is to establish a fund for repairs, maintenance and loan repayment for the Evaluation and Treatment Facility. The agreement between the facility and the County calls for the County to assume responsibility for repairs and maintenance that exceed \$200.

Goals and Objectives of the program:

* Establish a fund to pay for loan repayment, facility maintenance and repairs to the Evaluation and Treatment Facility.

These goals and objectives support the HSD outcomes to:

* Sustain people with major mental illness in the community close to their homes.

Program Changes:

None.

Budget Changes:

In 2003 the Evaluation & Treatment Facility Administration budget increased over the 2002 authorization due to the annual increase in the construction loan with DSHS, and an increase in land lease charges. 2003 will mark the ninth year on the 15-year loan with DSHS.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$14,340	\$20,000	\$20,000	\$0	.00%
Debt Service: Principal	\$58,333	\$66,667	\$75,000	\$8,333	12.50%
Interfund Payments for S	\$3,589	\$3,600	\$5,621	\$2,021	56.14%
Evaluation & Treatmen	\$76.263	\$90.267	\$100.621	\$10.354	11.47%



Fund: 124 Human Services Programs **Division:** 005 Mental Health/Dev Dis

Department: 04 Human Services **Program:** 471 Involuntary Treatment Admin

Program Description: The Mental Health Involuntary Treatment Program implements and coordinates the administration of the mental illness Involuntary Treatment state law for adults, RCW 71.05 and for juveniles, RCW 71.34. This program utilizes County Designated Mental Health Professionals who perform investigations, evaluations, and detentions. Individuals who are dangerous to self, others, or "gravely disabled" may be involuntarily admitted to a psychiatric evaluation and treatment facility. County Designated Mental Health Professionals participate in the court evaluations and proceedings when further involuntary treatment is required beyond the initial detention. The dangerously mentally ill offender legislation (DMIO) has increased numbers of referrals where there is concern regarding increased risk of harm to others.

> Since 1998, with the addition of a psychiatric inpatient hospital unit in Monroe, which specializes in the treatment of older adults, there has been a significant increase in involuntary hospitalization and subsequent court evaluations and hearings for older adults. In addition, in recent years, an increased effort to use community resources in order to avoid utilization of state hospitals has caused an increase in local revocation detentions, and in holding individuals in local inpatient units beyond the length of time considered normal for "short-term" detention/hospitalization.

> With continued emphasis on maintaining more individuals in the community (rather than using the State Hospital), there is an increased need for ongoing court ordered less restrictive alternatives. This increases the number of evaluations to petition for extensions and revocations.

Goals and Objectives of the program:

- * Comply with state law in the administration of involuntary treatment services for mentally ill individuals.
- * Provide mental status investigations to 3,000 persons.
- * Provide involuntary detention services for approximately 700 persons.
- * Provide services to the court including testimony and material preparation for approximately 650 persons.

These goals and objectives support the HSD outcomes to:

* Provide prompt evaluation and timely and appropriate treatment for persons with serious mental illness while protecting the community.

Program Changes:

None.

Budget Changes: In 2003 the Involuntary Treatment Program budget increased over the 2002 authorization. This is primarily due to increased personnel costs. FTE's for this program remain at 2002 authorization levels.

> This budget reflects a stabilization in funding from the state through the North Sound Regional Support Network. This places increased reliance on existing fund balance and millage to support these objectives. Continuation of this funding pattern will not sustain projected program expenditures in subsequent years.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Involuntary Treatment A	10.500	10.500	10.500	10.500	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$525,709	\$543,685	\$572,734	\$29,049	5.34%



Fund: 124 Human Services Programs <u>Division:</u> 005 Mental Health/Dev Dis

<u>Department:</u> 04 Human Services **Program:** 471 Involuntary Treatment Admin

Involuntary Treatment	\$847,725	\$846,568	\$893,731	\$47,163	5.57%
Interfund Payments for S	\$101,027	\$87,617	\$90,236	\$2,619	2.99%
Other Services And Char	\$71,308	\$78,800	\$80,550	\$1,750	2.22%
Supplies	\$15,021	\$5,500	\$5,500	\$0	.00%
Personnel Benefits	\$134,660	\$130,966	\$144,711	\$13,745	10.50%



Fund: 124 Human Services Programs Division: 005 Mental Health/Dev Dis

Department: 04 Human Services **Program:** 472 Resource Management

Program Description:

The Resource Management Program advocates for mental health services for seriously emotionally disturbed children and seriously, emotionally disturbed and chronically mentally ill adults. Area Resource Coordinators provide linkage between inpatient programs and community based care. Area Resource Coordinators conduct urgent and concurrent reviews to assure that consumers have timely access to quality mental health services.

Goals and Objectives of the program:

- * Assure continuity of care which effectively involves families and professional staff working together to coordinate placements, transfers, discharges, Individual Service Plans (ISP) for 1,950 consumers.
- * Conduct 420 Concurrent and Focused Reviews.
- * Provide discharge planning for 96 patients at Western State Hospital.
- * Provide cross-systems coordination for difficult to serve clients through attendance at Snohomish County A Team meetings (24 per year).

These goals and objectives support the HSD outcomes to:

* Sustain people with major mental illness in the community close to their homes.

Program Changes:

None.

Budget Changes:

In 2003 the Resource Management Program budget increased over the 2002 authorization. This is primarily due to increased personnel costs, fixed costs, and DIS charges. FTE's for this program remain at 2002 authorization levels.

This budget reflects a stabilization in funding from the state through the North Sound Regional Support Network. This places increased reliance on existing fund balance and millage to support these objectives. Continuation of this funding pattern will not sustain projected program expenditures in subsequent years.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Resource Management	4.750	4.950	4.950	4.950	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$239,576	\$254,616	\$269,735	\$15,119	5.94%
Personnel Benefits	\$61,894	\$61,062	\$66,721	\$5,659	9.27%
Supplies	\$4,007	\$2,500	\$2,500	\$0	.00%
Other Services And Char	\$24,286	\$27,000	\$29,650	\$2,650	9.81%
Interfund Payments for S	\$46,426	\$42,934	\$48,755	\$5,821	13.56%
Resource Management	\$376,189	\$388,112	\$417.361	\$29,249	7.54%



Fund: 124 Human Services Programs Division: 005 Mental Health/Dev Dis

Department: 04 Human Services **Program:** 811 Dev Dis Program Admin

Program Description:

It is the mission of Developmental Disabilities to administer, coordinate, plan and contract for services for children and adults with a developmental disability in Snohomish County communities.

Goals and Objectives of the program:

- * To develop and implement programs and contracts for at least 1,000 individuals with developmental disabilities, following the direction established by a community generated comprehensive plan.
- * To establish transition to community work/life for up to 45 graduates from area special education high school programs in 2002 2003.
- * To establish community action grants that support positive change and access to information for individuals with developmental disabilities and their families guided by the community comprehensive plan.
- * To develop, implement, support and monitor for success nearly 24 subcontractors who utilize county/state/federal funds to facilitate successful community inclusion for adults and children with developmental disabilities.
- * To provide ongoing support and leadership to community planning, resource development, and action groups through the Citizen Advisory Board for Developmental Disabilities.

These goals and objectives support the HSD outcomes to:

* Increase the capacity of individuals with developmental disabilities and their families to be fully realized members of their communities.

Program Changes:

None.

Budget Changes:

In 2003 the Developmental Disabilities Program Administration budget increased over the 2002 authorization. This is due primarily to increases in developmental disabilities millage funded contracted services, personnel costs, space rent, interfund DIS overhead and indirect costs. FTE's for this program decreased .1 FTE from the 2002 authorization levels.

Future Funding: We do not anticipate any growth in funding, and could see revenue reductions from the State and other sources as soon as next year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Dev Dis Program Admin	4.300	4.600	4.500	4.500	-0.100

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$182,648	\$247,713	\$243,358	(\$4,355)	(1.76%)
Personnel Benefits	\$41,758	\$55,728	\$61,386	\$5,658	10.15%
Supplies	\$4,345	\$5,252	\$5,252	\$0	.00%
Other Services And Char	\$325,889	\$420,010	\$520,172	\$100,162	23.85%
Interfund Payments for S	\$77,275	\$74,333	\$77,577	\$3,244	4.36%
Dev Dis Program Admi	\$631,915	\$803,036	\$907,745	\$104,709	13.04%



Snohomish County 2003 Budget: Department Overview

05 Planning **Department:**

Dept. Director: Faith L. Lumsden

Financial Consultant: Mambo Emedi

The mission of Planning & Development Services is to build community, working professionally **Mission Statement:**

and in partnership with all our customers.

RCW 19.27 --State Building Code **Legislative Authority:**

RCW 19..27A --**Energy Related Building Standards** RCW 36.43 --**Building Codes and Fire Regulations**

RCW 36.70 --Planning Enabling Act RCW 36.70A --Growth Management Act Local Project Review Act RCW 36.70B --

RCW 36.75, 36.80, 36.86 --Roads and Bridges

RCW 43.21C --SEPA (State Environmental Policy Act) RCW 58.17 --Plats - Subdivisions - Dedications

RCW 76.09 --Forest Practices

RCW 86.16 --State Floodplain Management Act RCW 90.48 --Water Pollution Control Act RCW 90.54 --Water Resources Act

RCW 90.58 --Shoreline Management Act

Organization Chart:



Service Provided: The Department of Planning and Development Services is organized to provide customer service in each of four major product categories: Long Range Planning, Single Family Residential and Building Inspection, Commercial and Land Use development, and Administrative Services. Also included are the Office of the County Fire Marshal, the Office of Housing and Community Development, and Code Enforcement.

> The Long Range Planning division works with citizens, agencies, and a wide range of interest groups on initiatives of regional significance. These efforts include reviewing and monitoring development trends, developing alternatives and options to accommodate future population and employment growth, and updating the county comprehensive plan.

The Commercial and Land Use division implements zoning and other development codes relating to subdivision of land, commercial development, right of way and utility construction, and other land use and development applications.

The Office of the County Fire Marshal operates independently to provide arson investigation and fire prevention programs, and as an adjunct to the Commercial and Land Use division for



Snohomish County 2003 Budget: Department Overview

Department: 05 Planning

Dept. Director: Faith L. Lumsden

Financial Consultant: Mambo Emedi

implementation of the fire code, including plan review and annual safety inspections of commercial structures. Code Enforcement operates under the direction of the County Fire Marshal.

The Single Family Residential and Building Inspection division implements building, mechanical, plumbing, land use, and other codes applicable to residential building permit applications and residential and commercial building inspections.

The Administrative Services division provides central records, cashiering, addressing, accounting, payroll, public records disclosure, and personnel administration. The Planning Commission also operates out of the Administrative Services division.

The Office of Housing and Community Development operates within the Administrative Services division and manages a wide range of federal, state and local grant programs relating to community and economic development and affordable housing.

Budget Drivers: Permit volumes and timelines

Public notice and public involvement

GMA deadlines

Regulatory reform and code changes

Major Projects: Permit process streamlining

Update codes and public information

Better use of technology

<u>Budget Changes:</u> Overall reduction of 18.4 FTEs

Fee increases for certain commercial projects and for complex SEPA reviews

New fees for lot status and title elimination

Wireless technology pilot program for field inspectors

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	31.750	33.500	33.500	34.000	0.500
Grant Control	14.000	15.000	13.500	14.500	-0.500
Snohomish County Tomo	1.000	1.000	1.000	1.500	0.500
Community Development	192.375	167.629	166.825	147.425	-20.204
Planning	239.125	217.129	214.825	197.425	-19.704

<u>Financial Resources -</u> Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$2,094,134	\$1,813,423	(\$280,711)	(13.40%)
Taxes	\$1,244,941	\$1,315,739	\$1,337,019	\$21,280	1.62%
Intergovernmental Reven	\$7,716,091	\$22,945,697	\$20,010,240	(\$2,935,457)	(12.79%)
Charges For Services	\$11,118,712	\$13,163,404	\$13,693,865	\$530,461	4.03%
Miscellaneous Revenues	\$1,061,887	\$1,045,254	\$1,045,916	\$662	.06%
Operating Transfers In	\$2,822,039	\$3,923,408	\$2,624,262	(\$1,299,146)	(33.11%)
Planning	\$23,963,670	\$44,487,636	\$40.524.725	(\$3.962.911)	(8.91%)



Snohomish County 2003 Budget: Department Overview

05 Planning **Department:**

Dept. Director: Faith L. Lumsden

Financial Consultant: Mambo Emedi

Financial Resources -Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$2,848,175	\$1,729,156	(\$1,119,019)	(39.29%)
Salaries	\$11,939,877	\$12,305,633	\$11,386,363	(\$919,270)	(7.47%)
Personnel Benefits	\$2,717,495	\$2,673,222	\$2,714,717	\$41,495	1.55%
Supplies	\$143,021	\$214,818	\$218,562	\$3,744	1.74%
Other Services And Char	\$9,060,702	\$23,199,877	\$22,373,952	(\$825,925)	(3.56%)
Interfund Services	\$2,117,523	\$3,058,204	\$1,719,302	(\$1,338,902)	(43.78%)
Capital Outlays	\$2,672	\$54,903	\$69,600	\$14,697	26.77%
Debt Service: Principal	\$0	\$0	\$68,436	\$68,436	100.00%
Interfund Payments for S	\$3,189,926	\$3,386,970	\$3,365,603	(\$21,367)	(.63%)
Planning	\$29,171,216	\$47,741,802	\$43,645,691	(\$4,096,111)	(8.58%)

Financial Resources -**Expenditure (FUND):**

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$3,545,253	\$3,732,006	\$3,686,871	(\$45,135)	(1.21%)
Convention and Performi	\$979,024	\$2,715,015	\$1,989,517	(\$725,498)	(26.72%)
Grant Control	\$1,127,064	\$2,647,694	\$1,267,202	(\$1,380,492)	(52.14%)
Arson Investigation and	\$1,633	\$2,530	\$9,300	\$6,770	267.59%
US Department of HUD	\$7,994,750	\$22,906,249	\$19,999,948	(\$2,906,301)	(12.69%)
Housing Trust	\$109,996	\$222,400	\$1,638,176	\$1,415,776	636.59%
Snohomish County Tomo	\$79,125	\$100,929	\$118,787	\$17,858	17.69%
Community Development	\$15,334,371	\$15,414,979	\$14,935,890	(\$479,089)	(3.11%)
Planning	\$29,171,216	\$47,741,802	\$43,645,691	(\$4,096,111)	(8.58%)



Fund: 002 General Fund <u>Division:</u> 520 Planning

Department: 05 Planning **Program:** 460 Grants Administration

Program Description: The Office of Housing and Community Develop is responsible for a variety of programs that are not

HUD grant eligible. These programs include the Dispute Resolution Center, Snohomish County Legal Services, the Economic Development program, and the County's Housing Trust Fund. The Grants Administration Program is the fund to which OH&CD staff charge their time and expenses when they

work on these general fund projects and programs.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Grants Administration		1.000	1.000	1.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$117,423	\$120,397	\$85,908	(\$34,489)	(28.65%)
Personnel Benefits	\$21,180	\$23,857	\$16,830	(\$7,027)	(29.45%)
Supplies	\$3,582	\$1,475	\$947	(\$528)	(35.80%)
Other Services And Char	\$84,930	\$966	\$5,825	\$4,859	503.00%
Interfund Payments for S	\$471	\$8,848	\$4,491	(\$4,357)	(49.24%)
Grants Administration	\$227,586	\$155,543	\$114,001	(\$41,542)	(26.71%)



Fund: 002 General Fund Division: 520 Planning

Department: 05 Planning **Program:** 520 Community Planning

Program Description:

The Planning Division works with citizens, interest groups, and cities. Major work programs include developing and amending the County's GMA comprehensive plan, county-wide planning policies, preparing subarea plans, developing rural and resource land preservation strategies including TDR, updating the county's capital facilities plan, drafting impact fee ordinances and other development regulations, processing annexations, creating and implementing growth monitoring programs, processing docketing applications, amend the GPP and related development regulations as necessary, assisting with the coding of the GIS parcel base, and creating and maintaining the GIS comprehensive plan and zoning maps.

pian and zoning map

Program Changes: In 2003 and

In 2003 and 2004, the Division will focus on regional priorities such as the 10-year comprehensive plan update.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Community Planning	31.750	32.500	32.500	33.000	0.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,599,276	\$1,924,882	\$1,878,553	(\$46,329)	(2.41%)
Personnel Benefits	\$379,799	\$415,211	\$451,402	\$36,191	8.72%
Supplies	\$23,419	\$33,012	\$33,012	\$0	.00%
Other Services And Char	\$552,272	\$369,354	\$369,800	\$446	.12%
Interfund Services	\$175,952	\$175,952	\$175,952	\$0	.00%
Interfund Payments for S	\$586,949	\$658,052	\$664,151	\$6,099	.93%
Community Planning	\$3.317.667	\$3,576,463	\$3,572,870	(\$3.593)	(.10%)



Fund: 116 Local Hotel/Motel Tax <u>Division:</u> 520 Planning

Department: 05 Planning **Program:** 001 Local Hotel/Motel Tax

Program Description: The County is authorized by RCW to receive a rebate from the Washington State Department of

Revenue. The County receives one-third of the State's share of the sales tax on transient lodging sales in unincorporated Snohomish County and in those cities which do not claim the rebate for themselves. Revenues accrue to the Small Fund and are allocated to public and non-profit agencies for projects that

attract visitors to the County.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$13,914	\$15,095	\$30,370	\$15,275	101.19%
Personnel Benefits	\$3,021	\$3,350	\$6,398	\$3,048	90.99%
Supplies	\$937	\$274	\$312	\$38	13.87%
Other Services And Char	\$236,739	\$369,287	\$697,988	\$328,701	89.01%
Interfund Services	\$225	\$0	\$0	\$0	.00%
Interfund Payments for S	\$14,661	\$8,163	\$7,275	(\$888)	(10.88%)
Local Hotel/Motel Tax	\$269,496	\$396,169	\$742.343	\$346,174	87.38%



Fund: 116 County-wide Hotel/Motel Tax <u>Division:</u> 520 Planning

Department: 05 Planning **Program:** 002 County-Wide Hotel/Motel Tax

Program Description:

In September 1994, the county began levying a 2% county-wide tax on lodging for the purposes of promoting tourism. The revenues from this tax are deposited in fund 116 and are commonly called the Large Hotel/Motel Tax Fund. In the second quarter of 2001, the County Council adopted some policies and guidelines for allocating these funds to large regional projects such as 1) upgrade of the Everett Stadium, 2) the Tourism Bureau, 3) a large regional center in south county, and 4) several medium sized tourism attractions. The Lodging Tax Advisory Committee accepted grant applications in the third quarter and made recommendations to the County Council for award of these funds. Construction of the funded projects began in 2002.

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Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$1,548,015	\$493,432	(\$1,054,583)	(68.12%)
Salaries	\$25,747	\$23,536	\$10,125	(\$13,411)	(56.98%)
Personnel Benefits	\$5,861	\$5,234	\$2,134	(\$3,100)	(59.23%)
Supplies	\$239	\$427	\$104	(\$323)	(75.64%)
Other Services And Char	\$439,706	\$494,765	\$480,215	(\$14,550)	(2.94%)
Interfund Services	\$236,752	\$244,564	\$260,489	\$15,925	6.51%
Interfund Payments for S	\$1,223	\$2,305	\$675	(\$1,630)	(70.72%)
County-Wide Hotel/Mo	\$709,528	\$2,318,846	\$1,247,174	(\$1,071,672)	(46.22%)



Fund: 130 Grants Hud Act **Division:** 520 Planning

05 Planning Program: 460 Grants Administration **Department:**

Program Description:

This fund represents the direct costs related to the implementation and administration of various programs funded by the US Department of Housing & Urban Development (HUD) and related programs of the Office of Housing and Community Development. The programs include capital projects, social services, and housing development to benefit Snohomish County's low income citizens and communities. Another component of administration is the Consolidated Plan required by HUD to establish the process for soliciting citizen input which directs the use of the program funds.

There are three departmental goals/objectives to be accomplish by the Office of Housing and Community Development. These are:

- 1) Yearly scheduled application periods for funding
- 2) Analysis of potential projects based on priorities of Consolidated Plan
- 3) Improved interaction with clients based on better technology and reporting systems

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Grants Administration	12.000	13.000	12.500	13.500	0.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$1,219,616	\$0	(\$1,219,616)	(100.00%)
Salaries	\$607,077	\$748,222	\$694,575	(\$53,647)	(7.17%)
Personnel Benefits	\$139,629	\$144,753	\$162,152	\$17,399	12.02%
Supplies	\$9,163	\$8,580	\$7,957	(\$623)	(7.26%)
Other Services And Char	\$111,563	\$135,862	\$94,392	(\$41,470)	(30.52%)
Capital Outlays	\$0	\$4,903	\$0	(\$4,903)	(100.00%)
Interfund Payments for S	\$47,628	\$51,124	\$42,130	(\$8,994)	(17.59%)
Grants Administration	\$915,061	\$2,313,060	\$1,001,206	(\$1,311,854)	(56.72%)



Fund: 130 PDS Docketing <u>Division:</u> 520 Planning

Department: 05 Planning **Program:** 520 Community Planning

Program Description: This program is the result of a requirement in SCC 32.07 that PDS assess the extent of review required

by SEPA of annual docketed proposals to amend the County's GMA Comprehensive Plan and require the applicants to pay their fair share costs to PDS of environmental review under SEPA for proposals

with environmental impacts that have not been previously analyzed.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Community Planning			1.000	1.000	

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$0	\$12,828	\$12,828	100.00%
Personnel Benefits	\$0	\$0	\$3,168	\$3,168	100.00%
Other Services And Char	\$0	\$0	\$250,000	\$250,000	100.00%
Community Planning	\$0	\$0	\$265,996	\$265,996	100.00%



Fund: 143 Arson Investigation & Equip Division: 511 Building

Department: 05 Planning Program: 143 Arson Investigation & Equip

Program Description: The Arson Investigation and Equipment fund is a special revenue fund created by Ordinance No. 84-

009 (codified in Title 4.57) on February 22, 1984. It is intended for the education and training of Arson Investigators and for purchases of necessary equipment for arson investigations. This fund has very limited resources: donations, court ordered fines or penalties, and fees charged for copies of arson

investigative reports.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$530	\$0	(\$530)	(100.00%)
Supplies	\$1,183	\$1,000	\$6,000	\$5,000	500.00%
Other Services And Char	\$450	\$1,000	\$0	(\$1,000)	(100.00%)
Capital Outlays	\$0	\$0	\$3,300	\$3,300	100.00%
Arson Investigation &	\$1,633	\$2,530	\$9,300	\$6,770	267.59%



Fund: 150 Us Department Of Hud Grants Division: 520 Planning

Department: 05 Planning **Program:** 200 CDBG

Program Description: This is a program budget of the Office of Housing and Community Development. The purpose of this

fund is to provide overall fiscal control of all subrecipient allocations awarded under the county's Community Development Block Grant entitlement in compliance with Federal requirements. Uses of this fund are for public services, housing projects, and public facilities sponsored by cities and non-

profit organizations for the benefit low income people.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$4,405,159	\$13,774,336	\$11,569,420	(\$2,204,916)	(16.01%)
Interfund Services	\$806,063	\$1,734,726	\$841,882	(\$892,844)	(51.47%)
CDBG	\$5,211,221	\$15,509,062	\$12,411,302	(\$3,097,760)	(19.97%)



Fund: 150 Us Department Of Hud Grants <u>Division:</u> 520 Planning

Department: 05 Planning **Program:** 201 Home

Program Description: This is a program budget of the Office of Housing and Community Development. The purpose of this

fund is to provide overall fiscal control of all subrecipient allocations awarded under the County's HOME Investment Partnerships Program entitlement in compliance with Federal requirements. Each object in the fund represents an ongoing project and is used to reimburse recipient agencies for actual eligible costs in compliance with the requirements of applicable Federal Circulars. This program is for development of affordable housing and must be tracked for a number of years, to assure that the

housing remains affordable to low income people.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$1,944,534	\$5,071,307	\$5,541,313	\$470,006	9.27%
Interfund Services	\$185,079	\$417,912	\$0	(\$417,912)	(100.00%)
Home	\$2 129 613	\$5 489 219	\$5 541 313	\$52 094	95%



Fund: 150 Us Department Of Hud Grants **Division:** 520 Planning

05 Planning **Program:** 202 Supportive Housing Program **Department:**

Program Description:

This is a program budget of the Office of Housing and Community Development. The purpose of this fund is to provide overall fiscal control of all subrecipient allocations awarded under the County's Supportive Housing Program. Each object in the fund represents an ongoing project and is used to reimburse recipient agencies for actual eligible costs in compliance with the requirements of applicable Federal Circulars. The Supportive Housing Program is specifically designed to promote the development of transitional housing with supportive social services so that homeless people can overcome problems and live as independently as possible. Non-profit agencies apply for these funds in order of priority shown in the Continuum of Care, a homeless citizen involved plan. OH&CD staff prepare and submit the application under County cover directly to HUD in Washington D.C.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

I	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
	Other Services And Char	\$540,312	\$1,504,774	\$1,655,022	\$150,248	9.98%
	Interfund Services	\$11,026	\$39,084	\$0	(\$39,084)	(100.00%)
	Supportive Housing Pr	\$551,338	\$1,543,858	\$1,655,022	\$111,164	7.20%



Fund: 150 Us Department Of Hud Grants Division: 520 Planning

Department: 05 Planning Program: 203 Emergency Shelter

Program Description: This is a program budget of the Office of Housing and Community Development. The purpose of this

fund is to provide overall fiscal control of all subrecipient allocations awarded under the County's Emergency Shelter Program in compliance with Federal requirements. The Emergency Shelter Program provides funds to non-profit social service organizations so that they can supply emergency shelter to

homeless people in Snohomish County.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$100,578	\$282,096	\$266,935	(\$15,161)	(5.37%)
Interfund Services	\$2,000	\$2,000	\$0	(\$2,000)	(100.00%)
Emergency Shelter	\$102,578	\$284,096	\$266,935	(\$17,161)	(6.04%)



Fund: 150 Us Department Of Hud Grants <u>Division:</u> 520 Planning

Department: 05 Planning Program: 204 Float Loan

Program Description:

Snohomish County receives approximately \$3.3 million annually from HUD. These funds are granted to cities and non-profit agencies to provide services and build facilities that benefit low and moderate income people. The annual HUD grant funds are deposited in the Federal Treasury on account to Snohomish County. At any given time, the balance in that account is about \$4.0 million. The Float Loan program allows the County to use the funds on account to make short term loans to eligible projects in the County. In 2002, the county loaned approximately 3.0 million dollars to four low income housing projects, two sponsored by Housing Hope and two by Senior Services of Snohomish County. The loans provided funds for property acquisition and construction. Administrative costs are covered by a 2% loan fee and a 2% simple interest rate.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$80,014	\$103,174	\$23,160	28.94%
Interfund Services	\$0	\$0	\$22,202	\$22,202	100.00%
Float Loan	\$0	\$80,014	\$125,376	\$45,362	56.69%



Fund: 154 Housing Trust Fund **Division:** 520 Planning

05 Planning Program: 154 Housing Trust Fund **Department:**

Program Description:

The Snohomish County Housing Trust Fund (SCHTF) is a local program which awards grants or loan dollars to non-profit housing development agencies or housing authorities for the construction, rehabilitation, or support of emergency, transitional, special population, and permanent housing for the benefit of low and very low-income Snohomish County residents. The SCHTF lost its revenue source

in 1995 and the fund has a current balance of approximately \$2,827.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$0	\$0	\$0	.00%
Other Services And Char	\$109,250	\$222,400	\$2,827	(\$219,573)	(98.73%)
Interfund Payments for S	\$746	\$0	\$0	\$0	.00%
Housing Trust Fund	\$109,996	\$222,400	\$2,827	(\$219,573)	(98.73%)



Fund: 154 Affordable Housing Trust <u>Division:</u> 520 Planning

Department: 05 Planning **Program:** 155 Affordable Housing Trust Fund

Program Description:

On April 2, 2002, Governor Locke signed SHB 2060 into law, requiring county auditors to collect a \$10 surcharge on certain document recordings. The auditor may retain up to 5 percent of collected funds for the administration of this recording fee. Forty percent of the remaining funds are to be returned to the state for Office of Community Development to support operating and maintenance costs for housing projects affordable to persons with incomes at or below 30 percent of area median. The remaining funds must be used by the county and its cities to provide housing for people with incomes at or below 50 percent of area median.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$0	\$1,134,427	\$1,134,427	100.00%
Salaries	\$0	\$0	\$0	\$0	.00%
Personnel Benefits	\$0	\$0	\$0	\$0	.00%
Supplies	\$0	\$0	\$180	\$180	100.00%
Other Services And Char	\$0	\$0	\$499,789	\$499,789	100.00%
Interfund Payments for S	\$0	\$0	\$953	\$953	100.00%
Affordable Housing Tr	\$0	\$0	\$1,635,349	\$1,635,349	100.00%



Fund: 190 Snoh County Tomorrow Cum Res <u>Division:</u> 520 Planning

Department: 05 Planning **Program:** 190 Snohomish County Tomorrow

Program Description:

Snohomish County Tomorrow is a collaborative and cooperative planning process that involves the county, the cities, the towns, the Tulalip Tribes and the citizens of Snohomish County in discussion and resolution of growth management issues of countywide significance. Through six technical and policy committees, Snohomish County Tomorrow develops and refines a common vision, which responds to urban growth and preserves quality of life countywide.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Snohomish County Tomo	1.000	1.000	1.000	1.500	0.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$52,635	\$55,160	\$70,857	\$15,697	28.46%
Personnel Benefits	\$15,393	\$13,489	\$18,650	\$5,161	38.26%
Supplies	\$478	\$1,050	\$1,050	\$0	.00%
Other Services And Char	\$3,091	\$23,430	\$20,430	(\$3,000)	(12.80%)
Interfund Payments for S	\$7,528	\$7,800	\$7,800	\$0	.00%
Snohomish County To	\$79.125	\$100.929	\$118.787	\$17.858	17.69%



Fund: 193 Community Development **Division:** 510 Administrative Services

Program: 510 Comm Dev Admin & Ops 05 Planning **Department:**

Program Description:

The Administrative Services Division has two sections. The Administrative Services Section and the Office of Housing and Community Development. Administrative services personnel handle the switchboard, the cashier station, records management, public disclosure requests and the addressing clerk. The section also provides internal services to PDS including budget preparation, accounting, payroll, personnel. For budget purposes, the Director's Office and Planning Commission support are also included in this section. The Office of Housing and Community Development administers the County's Lodging Tax program and its HUD grant programs including Community Development Block Grant Program, HOME, Emergency Shelter Grant, Supportive Housing Program and the Float Loan program. In 2003, the Office will also be administering the County's new Housing Trust Fund Program. The Office also supports the County's Economic Development Council, Economic Develop District, the Industrial Revenue Bond program, and International Trade Alliance.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Comm Dev Admin & Op	52.575	44.329	27.000	26.100	-18.229

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$0	(\$1,877)	(\$1,877)	(100.00%)
Salaries	\$2,714,652	\$2,850,029	\$1,732,170	(\$1,117,859)	(39.22%)
Personnel Benefits	\$519,387	\$583,618	\$373,673	(\$209,945)	(35.97%)
Supplies	\$104,021	\$169,000	\$169,000	\$0	.00%
Other Services And Char	\$422,059	\$724,403	\$919,996	\$195,593	27.00%
Interfund Services	\$700,426	\$443,966	\$418,777	(\$25,189)	(5.67%)
Capital Outlays	\$2,672	\$50,000	\$66,300	\$16,300	32.60%
Debt Service: Principal	\$0	\$0	\$68,436	\$68,436	100.00%
Interfund Payments for S	\$2,530,721	\$2,650,678	\$2,638,128	(\$12,550)	(.47%)
Comm Dev Admin & O	\$6,993,938	\$7,471,694	\$6,384,603	(\$1,087,091)	(14.55%)



Fund: 193 Community Development <u>Division:</u> 511 Building

Department: 05 Planning **Program:** 511 Building

Program Description: The Building Program involves the application, plan review, permit issuance for single family

residential, and site inspection for commercial, residential and associated development activity. Projects are reviewed for code compliance with Building, Zoning, Drainage, Grading, Road, and Environmental law and policies. This encompasses administration of the Unified Development Code, together with supporting code provisions and conduct of inspections including final approval for

occupancy of commercial structures.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Building	87.800	79.300	70.825	59.325	-19.975

•	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Salaries	\$4,048,977	\$4,175,368	\$3,379,033	(\$796,335)	(19.07%)
	Personnel Benefits	\$1,043,797	\$948,851	\$805,617	(\$143,234)	(15.10%)
	Building	\$5,092,775	\$5,124,219	\$4,184,650	(\$939,569)	(18.34%)



Fund: 193 Community Development Division: 512 Commercial and Land Use

05 Planning **Program:** 512 Land Use **Department:**

Program Description:

The Commercial and Land Use division implements zoning and other development codes relating to subdivision of land, commercial development, right of way and utility construction, and other land use and development applications. Additionally, all major land development proposals which require preparation of an environmental impact statement (EIS) are processed in the division. Other services provided are critical area regulation.

The Fire Marshal Office Program includes the investigation for cause and origin of all accidental and arson fires, the annual fire/life safety inspection of commercial buildings as well as the administration of applicable state and local codes. For budget purposes only, the Fire Marshal's Office and Code Enforcement are included in the Commercial and Land Use Program.

Program Changes:

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Land Use	52.000	44.000	69.000	62.000	18.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$2,680,793	\$2,306,077	\$3,491,944	\$1,185,867	51.42%
Personnel Benefits	\$566,865	\$512,989	\$874,693	\$361,704	70.51%
Land Use	\$3 247 658	\$2,819,066	\$4 366 637	\$1 547 571	54 90%



Snohomish County 2003 Budget: Department Overview

Department: 06 Public Works

Dept. Director: Peter Hahn

Financial Consultant: Johnson, Emedi, Albert, Haseleu

Mission Statement: The mission of Public Works is to provide responsive, cost-effective and quality public works

services for present and future generations.

<u>Legislative Authority:</u> RCW 36 -- Counties

RCW 47 -- Public Highways and Transportation

RCW 70 -- Public Health and Safety

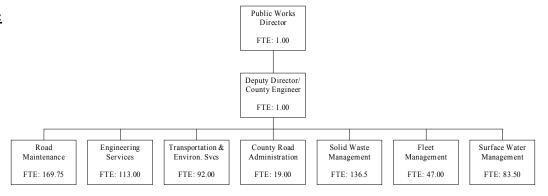
RCW 86 -- Flood Control SCC 11 -- Vehicles and Traffic SCC 13 -- Roads and Bridges SCC 19 -- Subdivision Code

SCC 25 -- Storm & Surface Water Management

SCC 25A -- Water Quality Restoration & Water Quality Management

SCC 26B -- Developer Contributions for Road Purposes

Organization Chart:



Service Provided:

The Public Works Department is responsible for the development and maintenance of the transportation system, the control and management of surface water quantity and quality, and the disposal of solid waste generated within Snohomish County.

The services provided in these areas are diverse, and the demand for services is directly dependent on the growth we have seen in the past and on future projected growth. This growth directly impacts the amount of traffic on the county's 1,600 miles of roads and 185 bridges, the amount and type of solid waste produced, the amount of stormwater flows created by the development of and construction of new impervious surface, and the creation of additional water pollutants.

Management of the county fleet of vehicles and equipment and miscellaneous funds such as transportation mitigation, commute trip reduction, and pits and quarries is also provided by the Public Works Department.

Budget Drivers:

The primary drivers for the County Road, Solid Waste Management, Surface Water Management and ER&R budgets are:

- Endangered Species Act (ESA) Program Development and Implementation
- National Pollutant Discharge Elimination System (NPDES) Regulations
- Implementation of the County Road Transportation Improvement Program



Snohomish County 2003 Budget: Department Overview

06 Public Works **Department:**

Dept. Director: Peter Hahn

Financial Consultant: Johnson, Emedi, Albert, Haseleu

- Growth Management Act (GMA) (Transportation Element) Implementation

- Increases in Solid Waste Tonnage

- Continued Increase in County Vehicle Fleet Size

Major Projects: COUNTY ROADS projects include:

- Overlay Program (\$4m)

- Marine Drive (\$6m)

- 35th Avenue SW (100th to 132nd & SR 96 to Seattle Hill Road) (\$8.7m)

- 112th Street SW (SR 99 to 3rd Avenue SE) (\$3m)

- 164th Street (Spruce Way to Ash Way) (\$5m)

- 132nd St widening & extension (\$3m)

- Granite Falls Alternate Route (\$1m)

- Woods Creek Bridge (\$1.9m)

SOLID WASTE MANAGEMENT projects include:

- Rehabilitation and Reconstruction of the Southwest Recycling and Transfer Station (\$10.9m)

- Construction of the Airport Road Recycling & Transfer Station (\$5.2m)

SURFACE WATER MANAGEMENT projects include:

- Drainage Needs Report
- ESA Watershed Basin Salmon Recovery Planning

ER&R (FLEET MANAGEMENT) projects include:

- Arlington Addition (\$2.2m)
- Paine Field Facility Relocation Preliminary Costs (\$560k)

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
County Road	394.500	407.250	394.250	395.750	-11.500
River Management	2.000	6.000	6.000	6.000	0.000
Solid Waste Management	131.000	134.500	132.500	133.500	-1.000
Surface Water Managem	72.000	79.500	68.500	76.000	-3.500
Equipment Rental and Re	45.000	47.000	47.000	47.000	0.000
Public Works	644.500	674.250	648.250	658.250	-16.000

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$34,007,943	\$26,874,483	(\$7,133,460)	(20.98%)
Taxes	\$42,737,443	\$42,910,872	\$45,835,267	\$2,924,395	6.82%
Intergovernmental Reven	\$25,899,270	\$40,431,805	\$34,188,345	(\$6,243,460)	(15.44%)
Charges For Services	\$44,545,737	\$53,824,267	\$50,329,226	(\$3,495,041)	(6.49%)
Miscellaneous Revenues	\$22,267,492	\$20,636,619	\$20,214,155	(\$422,464)	(2.05%)
Non-Revenues	\$14,996,000	\$16,750,000	\$18,449,226	\$1,699,226	10.14%
Operating Transfers In	\$19,678,539	\$21,261,718	\$16,943,465	(\$4,318,253)	(20.31%)



Snohomish County 2003 Budget: Department Overview

Department: 06 Public Works

Dept. Director: Peter Hahn

Financial Consultant: Johnson, Emedi, Albert, Haseleu

Public Works \$170.124.482 \$229.823.224 \$212.834.167 (\$16.989.057) (7.39)
--

<u>Financial Resources -</u> <u>Expenditure (Class):</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$8,034,967	\$519,696	(\$7,515,271)	(93.53%)
Salaries	\$34,049,061	\$39,114,758	\$38,610,187	(\$504,571)	(1.29%)
Personnel Benefits	\$8,331,989	\$8,187,552	\$9,011,111	\$823,559	10.06%
Supplies	\$8,291,910	\$19,605,657	\$20,419,114	\$813,457	4.15%
Other Services And Char	\$39,452,230	\$40,673,458	\$33,973,543	(\$6,699,915)	(16.47%)
Interfund Services	\$11,941,624	\$12,035,762	\$15,035,106	\$2,999,344	24.92%
Capital Outlays	\$29,551,628	\$74,033,991	\$66,579,047	(\$7,454,944)	(10.07%)
Debt Service: Principal	\$4,140,924	\$6,054,763	\$5,890,054	(\$164,709)	(2.72%)
Debt Service: Interest &	\$2,011,445	\$1,889,937	\$2,320,677	\$430,740	22.79%
Interfund Payments for S	\$18,982,364	\$20,192,379	\$20,475,632	\$283,253	1.40%
Public Works	\$156,753,174	\$229.823.224	\$212.834.167	(\$16.989.057)	(7.39%)

Financial Resources - Expenditure (FUND):

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
County Road	\$71,849,117	\$96,527,883	\$103,510,865	\$6,982,982	7.23%
River Management	\$1,449,890	\$2,749,130	\$1,695,822	(\$1,053,308)	(38.31%)
Grant Control	\$12,375	\$31,894	\$33,300	\$1,406	4.41%
Public Works Facility Co	\$19,597	\$11,200,000	\$1,466,459	(\$9,733,541)	(86.91%)
Transportation Mitigatio	\$9,480,145	\$8,754,000	\$11,950,365	\$3,196,365	36.51%
Solid Waste Management	\$46,489,243	\$71,395,628	\$60,951,424	(\$10,444,204)	(14.63%)
Surface Water Managem	\$13,282,123	\$21,074,962	\$13,744,337	(\$7,330,625)	(34.78%)
Equipment Rental and Re	\$12,227,423	\$17,489,245	\$18,880,348	\$1,391,103	7.95%
Pit and Quarries	\$1,943,261	\$600,482	\$601,247	\$765	.13%
Public Works	\$156,753,174	\$229,823,224	\$212,834,167	(\$16,989,057)	(7.39%)



Fund: 102 County Road Division: 610 County Road - TES

Department: 06 Public Works **Program:** 101 OSM Operations

Program Description: Transportation and Environmental Services (TES) includes four distinct, yet interrelated work groups.

They are Land Use/Records, Program Planning, Public Involvement/ Environmental, and Traffic Operations. Each of these groups is responsible for certain aspects of Public Works operations necessary to provide a safe and efficient transportation network. The primary purpose of Transportation & Environmental Services is to provide for the orderly and systematic planning, development, operation, and enhancement of the county's transportation system and to insure that

adequate, safe transportation facilities are available to the citizens of Snohomish County.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
OSM Operations	61.000	62.000	62.000	62.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$3,462,038	\$3,876,492	\$3,825,320	(\$51,172)	(1.32%)
Personnel Benefits	\$781,280	\$742,222	\$818,550	\$76,328	10.28%
Supplies	\$53,258	\$754,357	\$801,455	\$47,098	6.24%
Other Services And Char	\$562,165	\$205,000	\$175,000	(\$30,000)	(14.63%)
Capital Outlays	\$55,392	\$58,275	\$49,800	(\$8,475)	(14.54%)
Debt Service: Principal	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$153,563	\$144,000	\$151,000	\$7,000	4.86%
OSM Operations	\$5,067,697	\$5,780,346	\$5,821,125	\$40,779	.71%



Fund: 102 County Road Division: 610 County Road - TES

Department: 06 Public Works **Program:** 102 OSM Maintenance

<u>Program Description:</u> For Program Description, Goals, Budget and Staffing Changes, please refer to the Transportation &

Environmental Services section.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
OSM Maintenance	3.000	6.000	6.000	6.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$249,186	\$258,453	\$340,315	\$81,862	31.67%
Personnel Benefits	\$57,640	\$70,920	\$79,238	\$8,318	11.73%
Supplies	\$123,238	\$160,000	\$125,000	(\$35,000)	(21.88%)
Other Services And Char	\$119,717	\$49,000	\$49,000	\$0	.00%
Capital Outlays	\$32,672	\$120,000	\$120,000	\$0	.00%
Interfund Payments for S	\$47,328	\$48,000	\$68,000	\$20,000	41.67%
OSM Maintenance	\$629,782	\$706,373	\$781,553	\$75,180	10.64%



Fund: 102 County Road Division: 610 County Road - TES

Department: 06 Public Works **Program:** 103 OSM Capital

Program Description: For Program Description, Goals, Budget and Staffing Changes, please refer to the Transportation &

Environmental Services section.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
OSM Capital	17.000	17.000	15.000	15.000	-2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$596,277	\$963,577	\$1,023,394	\$59,817	6.21%
Personnel Benefits	\$138,189	\$198,512	\$210,725	\$12,213	6.15%
Supplies	\$7,208	\$576,000	\$631,000	\$55,000	9.55%
Other Services And Char	\$409,314	\$0	\$0	\$0	.00%
Capital Outlays	\$124,541	\$20,000	\$10,000	(\$10,000)	(50.00%)
Interfund Payments for S	\$27,829	\$102,000	\$85,000	(\$17,000)	(16.67%)
OSM Capital	\$1,303,357	\$1,860,089	\$1,960,119	\$100,030	5.38%



Fund: 102 County Road Division: 610 County Road - TES

Department: 06 Public Works **Program:** 104 OSM Reimbursables

<u>Program Description:</u> For Program Description, Goals, Budget and Staffing Changes, please refer to the Transportation &

Environmental Services section.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
OSM Reimbursables	10.000	9.000	8.000	8.000	-1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$330,677	\$264,676	\$353,703	\$89,027	33.64%
Personnel Benefits	\$77,308	\$91,267	\$102,308	\$11,041	12.10%
Supplies	\$12,135	\$179,000	\$255,000	\$76,000	42.46%
Other Services And Char	\$6,883	\$0	\$0	\$0	.00%
Capital Outlays	\$25,767	\$12,000	\$50,000	\$38,000	316.67%
Interfund Payments for S	\$20,630	\$25,000	\$27,000	\$2,000	8.00%
OSM Reimbursables	\$473,399	\$571,943	\$788,011	\$216,068	37.78%



Fund: 102 County Road <u>Division:</u> 620 Road Maintenance

Department: 06 Public Works **Program:** 201 RM Operations

Program Description:

The RM Operations program funds the Road Maintenance Division's training and facilities elements. The Division's Training element funds the training required by Law such as Defensive Driving, CPR, Flagger Training, confined space training and equipment training; the mandatory Human Resource training required of all new temporary and regular employees; and the mandatory and discretionary training provided supervisory employees by Human Resources. The program funds the trainer who provides CPR, Defensive Driving, and other similar classes for all County employees at no cost to them. The Division's Facilities element funds all costs associated with running and maintaining the Division's three primary maintenance yards at Arlington, Snohomish, and Paine Field and approximately a dozen minor yards such as Clearview and the Darrington properties which have facilities that are used periodically. This program element supports all of the utilities to operate the shops, funds minor and major repairs of the facilities and maintenance of the buildings and the grounds.

Program Changes:

The Division is determined that the installation of a vactor decant facility at the Arlington yard at a cost of approximately \$200,000 would pay for itself in approximately two years. The two vactor trucks operating out of the north half of the County are dropping their water and solids at Cathcart, the facility in the County equiped to accept these wastes. On a typical route, vactor trucks need to dispose of there water about every 2- 3 hours. This means that the two trucks in the north part of the County are spenting as much time transporting the waste to a disposal station as they are spending vactoring and jetting drainage systems.

The additional training requirements required to make the division's employees aware of the changes required to many road maintenance activities as a result of ESA are being absorbed with iits existing Training budget.

Budget Changes:

For 2003 the budget is stautus quo. Due to the age and obsolence of its Snohomish and Paine Field shops; the Division is no longer investing in any improvements in these yards unless they are to satisfy a health or safety issue or where the economic payback is less than four years.

There are no staffing changes planned.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
RM Operations	5.000	0.000	4.000	4.000	4.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$189,356	\$304,805	\$201,371	(\$103,434)	(33.93%)
Personnel Benefits	\$47,475	\$0	\$45,594	\$45,594	100.00%
Supplies	\$37,419	\$211,197	\$246,600	\$35,403	16.76%
Other Services And Char	\$125,631	\$0	\$0	\$0	.00%
Capital Outlays	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$157,005	\$253,980	\$292,200	\$38,220	15.05%
RM Operations	\$556,887	\$769,982	\$785,765	\$15,783	2.05%



Fund: 102 County Road <u>Division:</u> 620 Road Maintenance

Department: 06 Public Works **Program:** 202 RM Maintenance

Program Description: The Road Maintenance Division is responsible for repair and maintenance of 1,655 centerline miles of

roadways and 190 bridges.

Program Changes: To comply with the changes to the County NPDES permit, ESA and its 4d rule, many of the Division's

activities have had to be modified to reduce their undesirable impacts on the environment. In addition, its takes longer to accomplish them because additional permits or Local, State or Federal oversight are required. This has had the effect of increasing the cost of service delivery for many of these activities and has restricted the time of year when we can perform many of these activities. Since this program is not requesting any resource increases in real terms in 2003 and because the cost of some of these activities are increasing, Division is continues to critically assess its priorities, activity frequencies and

schedules to best meet its mission.

Budget Changes: The program is at 2002 adjusted for inflation.

No changes in employee levels are recommended.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
RM Maintenance	135.000	176.750	138.750	138.750	-38.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$7,911,856	\$8,102,172	\$8,435,638	\$333,466	4.12%
Personnel Benefits	\$1,790,663	\$1,872,631	\$1,634,812	(\$237,819)	(12.70%)
Supplies	\$2,741,907	\$4,085,543	\$3,546,300	(\$539,243)	(13.20%)
Other Services And Char	\$756,927	\$648,040	\$759,200	\$111,160	17.15%
Capital Outlays	\$624,582	\$640,000	\$0	(\$640,000)	(100.00%)
Interfund Payments for S	\$5,216,422	\$6,226,377	\$6,159,658	(\$66,719)	(1.07%)
RM Maintenance	\$19,042,357	\$21,574,763	\$20,535,608	(\$1,039,155)	(4.82%)



Fund: 102 County Road Division: 620 Road Maintenance

Department: 06 Public Works **Program:** 203 RM Capital

Program Description: See 2003 Annual Construction Program

Program Changes: See 2003 Annual Construction Program

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
RM Capital	14.000	0.000	13.000	13.000	13.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$358,754	\$917,779	\$626,552	(\$291,227)	(31.73%)
Personnel Benefits	\$83,149	\$0	\$153,624	\$153,624	100.00%
Supplies	\$163,229	\$793,509	\$355,573	(\$437,936)	(55.19%)
Other Services And Char	\$53,505	\$0	\$70,200	\$70,200	100.00%
Interfund Payments for S	\$306,757	\$692,452	\$527,700	(\$164,752)	(23.79%)
RM Capital	\$965,393	\$2,403,740	\$1,733,649	(\$670,091)	(27.88%)



Fund: 102 County Road <u>Division:</u> 620 Road Maintenance

Department: 06 Public Works **Program:** 204 RM Reimbursables

Program Description: The division also performs a variety of maintenance and minor construction activities for other

divisions within the department, other departments and other municipalities; examples of these activities include drainage improvement projects, walkway projects, road paving, drainage facility vactoring and

maintenance, road sweeping, pit/quarries operations and road striping.

Program Changes: Total intra-departmental, inter-fund activity has increased. Projected activity for the Surface Water

Management fund has increased by \$450,000 from 2002 and is offset by reductions in requests from Pits and Quarries \$50,000, Solid Waste \$20,000 and others \$80,000 for a net increase in activity in the

program of \$300,000 over 2002.

Budget Changes: Budget changes as discussed above.

No change in staff.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
RM Reimbursables	14.000	0.000	14.000	14.000	14.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$895,300	\$1,130,560	\$873,904	(\$256,656)	(22.70%)
Personnel Benefits	\$183,409	\$0	\$171,150	\$171,150	100.00%
Supplies	\$267,844	\$199,815	\$237,800	\$37,985	19.01%
Other Services And Char	\$106,633	\$0	\$94,400	\$94,400	100.00%
Interfund Payments for S	\$627,384	\$451,129	\$707,300	\$256,171	56.78%
RM Reimhursahles	\$2,080,569	\$1.781.504	\$2,084,554	\$303.050	17 01%



Fund: 102 County Road <u>Division:</u> 630 Engineering Services

Department: 06 Public Works **Program:** 301 ES Operations

Program Description:

Engineering Services is responsible for contract management, geotechnical/materials, survey, design, right-of-way acquisition, and construction for County Road and Bridge projects listed the Annual Construction Program (ACP) and 6-year TIP. In addition, the division is responsible for bridge condition inspections and bridge painting. Engineering Services provides a variety of engineering support services to other divisions and departments within Snohomish County as well as some outside agencies. Approximately, 70% of the division's labor costs are supported by funding sources outside of the County Road fund.

Program Changes:

No change in the type of program activities has occurred. However, the levels of emphasis have shifted for 2003. ESA has and will continue to increase the cost of projects. We are in the middle of an accelerated project program for 2003, involving concurrency projects, as well as TIB funded projects, and projects associated

with the Economic Stimulus Plan. Reimbursable labor has increased almost 100% from the 2002 levels. Construction work has increased over \$4.5M in the 2003 ACP element of the 6-year TIP.

Budget Changes:

The proposed 2003 Engineering Services budget is \$58,416,102. This is an increased of 15.5% from 2002. The increase has resulted in part from an acceleration of concurrency projects and projects directly associated with the Economic Stimulus Plan for 2003. No new FTEs included.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
ES Operations	24.000	25.000	25.000	25.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,471,498	\$1,750,219	\$1,392,170	(\$358,049)	(20.46%)
Personnel Benefits	\$342,936	\$284,646	\$333,071	\$48,425	17.01%
Supplies	\$136,116	\$264,846	\$266,235	\$1,389	.52%
Other Services And Char	\$80,329	\$42,976	\$34,882	(\$8,094)	(18.83%)
Capital Outlays	\$68,839	\$50,150	\$37,500	(\$12,650)	(25.22%)
Interfund Payments for S	\$68,563	\$55,500	\$55,500	\$0	.00%
ES Operations	\$2,168,281	\$2,448,337	\$2,119,358	(\$328,979)	(13.44%)



<u>Fund:</u> 102 County Road <u>Division:</u> 630 Engineering Services

Department: 06 Public Works **Program:** 302 ES Maintenance

Program Description: For Program Description, Goals, Budget and Staffing Changes, please refer to the Engineering Services

section.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
ES Maintenance	2.000	1.000	1.000	1.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$120,158	\$123,464	\$116,701	(\$6,763)	(5.48%)
Personnel Benefits	\$26,287	\$11,892	\$13,224	\$1,332	11.20%
Supplies	\$656	\$20,000	\$50,000	\$30,000	150.00%
Other Services And Char	\$8,519	\$0	\$0	\$0	.00%
Capital Outlays	\$17,900	\$6,000	\$0	(\$6,000)	(100.00%)
Interfund Payments for S	\$16,840	\$78,000	\$56,000	(\$22,000)	(28.21%)
ES Maintenance	\$190,361	\$239,356	\$235,925	(\$3,431)	(1.43%)



Fund: 102 County Road Division: 630 Engineering Services

Department: 06 Public Works **Program:** 303 ES Capital

Program Description: For Program Description, Goals, Budget and Staffing Changes, please refer to the Engineering Services

section.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
ES Capital	71.500	82.500	76.500	78.000	-4.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$4,350,543	\$4,550,823	\$4,779,843	\$229,020	5.03%
Personnel Benefits	\$974,263	\$992,882	\$1,030,750	\$37,868	3.81%
Supplies	\$19,513	\$4,066,920	\$5,655,160	\$1,588,240	39.05%
Other Services And Char	\$3,262,821	\$0	\$0	\$0	.00%
Capital Outlays	\$17,642,269	\$34,663,459	\$39,103,087	\$4,439,628	12.81%
Interfund Payments for S	\$485,264	\$496,087	\$524,821	\$28,734	5.79%
ES Capital	\$26,734,673	\$44,770,171	\$51,093,661	\$6,323,490	14.12%



<u>Fund:</u> 102 County Road <u>Division:</u> 630 Engineering Services

Department: 06 Public Works **Program:** 304 ES Reimbursables

Program Description: For Program Description, Goals, Budget and Staffing Changes, please refer to the Engineering Services

section.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
ES Reimbursables	20.000	8.000	10.000	10.000	2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$648,129	\$1,201,053	\$1,243,216	\$42,163	3.51%
Personnel Benefits	\$137,641	\$96,600	\$137,475	\$40,875	42.31%
Supplies	\$4	\$108,000	\$147,367	\$39,367	36.45%
Other Services And Char	\$82,008	\$0	\$0	\$0	.00%
Capital Outlays	\$1,214,647	\$1,682,000	\$3,360,000	\$1,678,000	99.76%
Interfund Payments for S	\$82,122	\$75,000	\$85,000	\$10,000	13.33%
ES Reimbursables	\$2,164,551	\$3,162,653	\$4,973,058	\$1,810,405	57.24%



Fund: 102 County Road Division: 650 County Road Administration

Department: 06 Public Works Program: 501 County Road Administration

Program Description: The Administration Division provides policy direction, fiscal management services, contract

administration and administrative coordination and support for the entire Public Works Department. The administrative support services provided by the section include human resource management, training coordination, contract administration, data processing coordination, and office and facilities

planning.

Program Changes: None.

Budget Changes: Three positions have been eliminated in Administrative Operations; DNR Program Manager, due to the

completion of the program, a Fiscal Analyst, Senior, currently vacant, and a Acctg Tech II, currently

vacant.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
County Road Administrat	18.000	20.000	21.000	21.000	1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,134,027	\$1,273,382	\$1,320,336	\$46,954	3.69%
Personnel Benefits	\$592,606	\$598,056	\$713,800	\$115,744	19.35%
Supplies	\$33,683	\$417,486	\$393,430	(\$24,056)	(5.76%)
Other Services And Char	\$2,397,895	\$2,468,688	\$2,509,505	\$40,817	1.65%
Interfund Services	\$1,927,819	\$2,104,934	\$2,123,037	\$18,103	.86%
Capital Outlays	\$16,016	\$0	\$0	\$0	.00%
Debt Service: Principal	\$484,564	\$484,563	\$484,563	\$0	.00%
Debt Service: Interest &	\$80,324	\$74,500	\$74,500	\$0	.00%
Interfund Payments for S	\$3,804,873	\$3,037,017	\$2,979,308	(\$57,709)	(1.90%)
County Road Administr	\$10,471,808	\$10,458,626	\$10,598,479	\$139,853	1.34%



Fund: 103 River Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 130 River Flood and Erosion Mgmt

Program Description:

The program provides management of at least eight miles of County-owned flood control structures, and repair and reconstruction of flood-damaged levees, revetments and spur dikes, for protection of roads and bridges. The program also provides administration of the state Flood Control Assistance Account Program (FCAAP) grants funded within the county; administration of and engineering for the County Cooperative Bank Stabilization Program (Ordinance 87-065); and, engineering support and hydraulic expertise for other county divisions. Additionally, the program provides technical assistance and cost sharing, where public benefit can be shown, to special program districts (e.g.: diking districts, flood control districts) for development of improved construction methods on river projects that include considerations for fish habitat.

Program Changes:

The overall program focus remains on river management, however; design support for County road maintenance involving stream and river bank erosion has been increased. Maintenance expenditures for Drainage District 6 have been reduced.

Budget Changes:

This program has increased in 2003 due to an increase in the interfund charge to fund 415.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
River Flood and Erosion		2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$108,568	\$119,654	\$117,105	(\$2,549)	(2.13%)
Personnel Benefits	\$22,048	\$25,717	\$26,496	\$779	3.03%
Supplies	\$5,418	\$73,865	\$34,749	(\$39,116)	(52.96%)
Other Services And Char	\$15,756	\$47,000	\$27,674	(\$19,326)	(41.12%)
Interfund Services	\$0	\$0	\$212,245	\$212,245	100.00%
Capital Outlays	\$7,392	\$0	\$0	\$0	.00%
Interfund Payments for S	\$109,512	\$174,916	\$179,812	\$4,896	2.80%
River Flood and Erosio	\$268,695	\$441,152	\$598,081	\$156,929	35.57%



Fund: 103 River Management **Division:** 357 Surface Water Management

06 Public Works Program: 132 Major River CIP Projects **Department:**

Program Description:

This program develops and implements large river capital improvement projects, which contribute to the long-term restoration of natural river systems and salmonid habitat. Typical projects include:

Design of recommended projects from the Confluence Study and Haller Trestle.

Development of restoration plans for 1 or 2 sites in Snohomish Estuary based on recommendations from Snohomish Estuary Feasibility study.

Stilly Bedload, support to County Bridge Engineer to analyze and recommend solutions to sediment problems near county bridge.

·North Meander side channel reconnection, working in partnership with Corps of Engineers to complete design and permits to allow construction in 2004.

·DD6 Habitat Restoration Project, finalize permits and PSE relocation.

Program Changes:

Expenditures associated with the Drainage District 6 Restoration Project have been reduced to reflect no planned construction for 2003. Administrative costs such as County overhead and space have been moved from activity 111 into this activity.

Budget Changes: Refer to program changes.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Major River CIP Projects		2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$186,178	\$159,215	\$157,512	(\$1,703)	(1.07%)
Personnel Benefits	\$39,034	\$28,583	\$28,332	(\$251)	(.88%)
Supplies	\$3,380	\$85,061	\$53,868	(\$31,193)	(36.67%)
Other Services And Char	\$464,317	\$360,152	\$346,868	(\$13,284)	(3.69%)
Interfund Services	\$0	\$3,348	\$0	(\$3,348)	(100.00%)
Capital Outlays	\$119,746	\$1,150,000	\$160,000	(\$990,000)	(86.09%)
Interfund Payments for S	\$229,027	\$327,954	\$136,211	(\$191,743)	(58.47%)
Maior River CIP Proie	\$1,041,683	\$2,114,313	\$882,791	(\$1,231,522)	(58.25%)



Fund: 103 River Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 133 River Planning

Program Description: This program develops and implements flood hazard management plans that identify flood risks and

propose structural and nonstructural solutions. Its activities preserve County eligibility for the state Flood Control Assistance Account Program (FCAAP), which provides competitive grants for flood hazard management. This program provides the technical analysis to ensure cost-effective flood hazard solutions, including flood elevation analysis and floodplain mapping. It also operates forums for

citizens and other jurisdictions to give input to local flood hazard management decisions.

Program Changes: Anticipating the completion of pending flood plans, this program will move to implementation in 2002.

Implementation will include hydraulic analysis for updating Stillaguamish floodplain maps, determining the performance parameters for Stillaguamish dikes and levees, writing grants for implementing plan recommendations, and compiling a Community Rating System (CRS) application to obtain lower flood

insurance rates for this county's floodplain residents.

Budget Changes: No substantial change.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
River Planning	0.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$111,323	\$132,618	\$134,263	\$1,645	1.24%
Personnel Benefits	\$23,502	\$26,047	\$28,355	\$2,308	8.86%
Supplies	\$4,524	\$4,000	\$3,295	(\$705)	(17.63%)
Other Services And Char	(\$9,576)	\$17,000	\$44,154	\$27,154	159.73%
Interfund Payments for S	\$8,552	\$14,000	\$4,883	(\$9,117)	(65.12%)
River Planning	\$138,325	\$193,665	\$214,950	\$21,285	10.99%



Fund: 130 Wa State Energy Office **Division:** 610 County Road - TES

06 Public Works Program: 650 Trip Reduction Plan **Department:**

Program Description:

The 1991 Commute Trip Reduction (CTR) law required Snohomish County to adopt an ordinance which requires employers with over 100 full-time employees to implement commute trip reduction programs. The county, through an intergovernmental agreement, serves as the liaison for the Washington State Transportation Department (WSDOT) in allocating and disbursing state funds to the cities and transit to support this program. The program is implemented in conjunction with formal agreements which lay out funding and work programs. The county administers nine interlocal agreements with affected cities and an interagency agreement with Community Transit. The county enforces its CTR ordinance as it applies to the ten affected employers located in unincorporated Snohomish County. The overall program can be characterized as "cooperative." Employers cannot be fined for failing to meet goals but only for failing to try. There is a high level of coordination between jurisdictions and cooperation from employers.

None. **Program Changes:**

Budget Changes: None.

Financial Resources -**Expenditures:**

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$8,043	\$13,200	\$16,320	\$3,120	23.64%
Personnel Benefits	\$1,373	\$3,200	\$3,700	\$500	15.63%
Supplies	\$0	\$1,000	\$1,000	\$0	.00%
Other Services And Char	\$21	\$13,994	\$11,540	(\$2,454)	(17.54%)
Interfund Payments for S	\$2,939	\$500	\$740	\$240	48.00%
Trip Reduction Plan	\$12,375	\$31,894	\$33,300	\$1,406	4.41%



Fund: 188 Public Wrks Facility Construct Division: 610 County Road - TES

Department: 06 Public Works Program: 615 Facility Construction

Program Description: This fund was created in 1990 to earmark funds from the sale of surplus property to be applied toward

the design, construction and repair of public works facilities. The county and the council have recognized that some of the present facilities are inadequate both in terms of their condition and in terms of location in relation to the growth patterns and service needs of the county. In addition, some of our host cities have indicated their preference for our facilities to be elsewhere. This fund would be used to eventually help Public Works obtain a road maintenance facility that is in better condition and

in a better location.

Program Changes: None.

Budget Changes: There was significant capital activity in 2002. This is not anticipated in this fund for 2003, therefore the

budget has substantially decreased.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$7,477,076	\$0	(\$7,477,076)	(100.00%)
Other Services And Char	\$10,500	\$1,270,500	\$1,414,000	\$143,500	11.29%
Capital Outlays	\$0	\$2,400,000	\$0	(\$2,400,000)	(100.00%)
Interfund Payments for S	\$9,097	\$52,424	\$52,459	\$35	.07%
Facility Construction	\$19.597	\$11,200,000	\$1,466,459	(\$9.733.541)	(86.91%)



192 Trans Mitigation SCC 26B/MRIP Division: 610 County Road - TES Fund:

06 Public Works Program: 700 Trans Mitigation SCC 26B/MRIP **Department:**

Program Description:

The purpose of this program is to receive and disburse developer contributions received in accordance with Title 26B SCC, the Road Ordinance and Master Road Improvement Programs (MRIP).

These funds are collected from developments subject to the Title 26B in effect from February 9, 1991 though September 9, 1995. Authority for their collection is derived from RCW 82.02.020 which allows voluntary mitigation of environmental impacts determined through application of the State Environmental Policy Act (SEPA).

Mitigation rates were established for both residential and commercial uses in each of seven "transportation service areas" within the County. These rates were calculated from a 20-year analysis of road improvement needs published by Public Works as the Roads Needs Report (RNR) in 1990. Funds may be spent on design, right-of-way acquisition and/or construction of any capacity improvement or safety project identified in the RNR, but they must be spent within five years of the date of collection.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$227,891	\$0	(\$227,891)	(100.00%)
Other Services And Char	\$70,635	\$0	\$0	\$0	.00%
Interfund Services	\$3,017,808	\$2,016,000	\$2,172,000	\$156,000	7.74%
Interfund Payments for S	\$21,996	\$39,109	\$42,365	\$3,256	8.33%
Trans Mitigation SCC 2	\$3 110 <i>1</i> 30	\$2.283.000	\$2 214 365	(\$68 635)	(3.01%)



Division: 610 County Road - TES 192 Transportation Syst Impact Fees Fund:

06 Public Works **Program:** 701 Transportation Syst Impact Fee **Department:**

Program Description:

The purpose of this program is to receive and disburse developer contributions subject to the Title 26B in effect from September 10, 1995 through present day. Authority for their collection is derived from RCW 82.02.050 which allows mandatory impact fees determined pursuant to the Growth Management Act (GMA).

As with the 1991 edition of Title 26B (program 700), impact fee rates were established for both residential and commercial uses, but the number of transportation service areas was reduced to six. The rates were based on a new road needs analysis, published as the Transportation Needs Report (TNR) in 1995 and updated in 1997. Funds may be spent on design, right-of-way acquisition and/or construction of any project identified in the TNR; the timeframe for expenditure has been extended to six years from the date of collection. The projects listed in the TNR and the cost estimating model are revised, as needed, to keep the document relevant to the road improvement process.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

İ	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
	Other Services And Char	\$152,770	\$0	\$0	\$0	.00%
	Interfund Services	\$5,812,229	\$6,268,000	\$9,729,000	\$3,461,000	55.22%
	Transportation Syst Im	\$5,964,998	\$6,268,000	\$9.729.000	\$3,461,000	55 22%



Fund: 192 SCC 26B/MRIP <u>Division:</u> 610 County Road - TES

Department: 06 Public Works **Program:** 702 SCC 26B/MRIP

Program Description: Prior to 1991, MRIPs (Master Road Improvement Programs) were established to provide a mechanism

to allow developments to receive permit approval subject to payment of a proportionate share of (frequently large and costly) road corridor improvements. Approximately 6-7 such MRIPs were set up at one time or another, with 20-25 other agreements for smaller improvement projects. Some of these agreements are still active, receiving payments from pre-1991 developments that are not yet completed.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Interfund Services	\$404,708	\$203,000	\$7,000	(\$196,000)	(96.55%)
SCC 26R/MRIP	\$404.708	\$203,000	\$7,000	(\$196,000)	(96.55%)



Fund: 402 Solid Waste Management Division: 401 Solid Waste Administration

Department: 06 Public Works **Program:** 200 Solid Waste Interest/Other Debt

Program Description: This program within Fund 402 contains those dollars for repayment of bond and loan indebtedness for

the Solid Waste Management Division.

Program Changes: None.

<u>Budget Changes:</u> 2003 will see completion of CRTS and the final Public Works Trust Fund Loan payment (\$500,000) for

that project. Also included is the anticipated revenue from selling bonds (\$18,100,000) in July 2003.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Debt Service: Principal	\$3,470,000	\$4,153,684	\$4,020,594	(\$133,090)	(3.20%)
Debt Service: Interest &	\$1,835,764	\$1,723,798	\$2,154,538	\$430,740	24.99%
Solid Waste Interest/Ot	\$5,305,764	\$5,877,482	\$6,175,132	\$297,650	5.06%



Fund: 402 Solid Waste Management Division: 401 Solid Waste Administration

Department: 06 Public Works **Program:** 700 Solid Waste Administratio

Program Description:

The Solid Waste Administration group provides overall direction, coordination, and leadership to the Solid Waste Management Division, as well as office support services.

Goals, Objectives:

- * To provide direction and support to the Solid Waste Management Division.
- * To provide needed administrative services, equipment, rent, and materials through 2003.
- * To coordinate division efforts with other Public Works Divisions, other County departments, the Executive, the County Council, and with the public.
- * To assure that the Division provides efficient, convenient, and courteous service to the citizens and businesses of the county.
- * To assure that division finances are managed prudently.

Program Changes:

None.

Budget Changes:

Administration's staffing will remain constant at 5.0 FTEs. Of the total budget for this program, 92% of the costs are made up of External Taxes (SWM fees and B&O tax), interfund charges, and debt service.

The staffing for the entire Solid Waste Management Division (if 5 new positions are approved) will increase to a total of 137.5 FTEs in 2003. A Safety/Training Coordinator and a Latex Paint FTE are necessary to support daily operations. The remaining 3 Laborer II positions are not recommended for approval. (They are provided as a decision package if additional customer service is desired.) When TRTS is operational, additional staff would be needed to opimize customer service. Acceptable service would likely be provided without the three FTE, but some hours and services would necessarily be limited.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Solid Waste Administrati	5.000	5.000	5.000	5.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$0	\$519,696	\$519,696	100.00%
Salaries	\$244,865	\$266,401	\$260,297	(\$6,104)	(2.29%)
Personnel Benefits	\$200,422	\$180,185	\$331,970	\$151,785	84.24%
Supplies	\$12,659	\$20,955	\$20,000	(\$955)	(4.56%)
Other Services And Char	\$199,397	\$313,859	\$229,991	(\$83,868)	(26.72%)
Interfund Services	\$570,929	\$652,011	\$609,677	(\$42,334)	(6.49%)
Capital Outlays	\$0	\$21,540	\$0	(\$21,540)	(100.00%)
Interfund Payments for S	\$1,289,398	\$1,016,136	\$1,020,151	\$4,015	.40%
Solid Waste Administra	\$2,517,670	\$2,471,087	\$2,991,782	\$520,695	21.07%



Fund: 402 Solid Waste Management Division: 402 Planning and Evaluation

Department: 06 Public Works **Program:** 702 Planning & Evaluation

Program Description: The Planning & Program Management group is responsible for developing a variety of plans and

programs in all aspects of solid waste management. These programs include: Recycling Programs, Solid Waste Facility needs assessments, Moderate Risk Waste Programs,

Automation Programs for Solid Waste, Solid Waste Long Range Planning Programs, Waste Reduction

Programs, Program evaluation of the solid waste system, and Customer Service programs.

Program Changes: Computers and television set recycling will be introduced in 2003. The Department of Ecology will

soon ban disposal of these devices in landfills due to a high content of lead which can be leached out and can contaminate ground water. If these devices are recycled, they do not have to be treated as

hazardous waste.

Budget Changes: One new FTE is proposed for the Moderate Risk Waste facility for processing latex paint for reuse.

The hydret for 2002 including decision peaks age is increased by \$182,812 over the 2002 hydret.

The budget for 2003, including decision packages, is increased by \$182,813 over the 2002 budget.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Planning & Evaluation	15.000	14.000	15.000	16.000	2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$850,888	\$957,916	\$942,567	(\$15,349)	(1.60%)
Personnel Benefits	\$191,229	\$165,240	\$214,822	\$49,582	30.01%
Supplies	\$97,753	\$201,906	\$134,381	(\$67,525)	(33.44%)
Other Services And Char	\$1,198,375	\$1,417,031	\$1,245,651	(\$171,380)	(12.09%)
Capital Outlays	\$23,568	\$24,000	\$342,025	\$318,025	1325.10%
Interfund Payments for S	\$157,618	\$156,916	\$183,734	\$26,818	17.09%
Planning & Evaluation	\$2,519,430	\$2,923,009	\$3,063,180	\$140,171	4.80%



Fund: 402 Solid Waste Management Division: 404 Solid Waste Operations

Department: 06 Public Works **Program:** 704 Solid Waste Operations

Program Description: The Solid Waste Operations group provides environmentally safe disposal of all solid waste generated

within Snohomish County. The group must comply with the RCW's and WAC laws as regulated by the

Department of Ecology's minimum functional standards.

Program Changes:

Construction is expected to be completed on the new Airport Road Recycling & Transfer Station (ARTS) by July 1, 2003. It is anticipated that the Southwest Recycling and Transfer Station will shut down April 1, 2003, for a period of approximately 18 months for a complete reconstruction and expansion. During this period of shutdown, the Temporary Recycling and Transfer Station (TRTS) will be reopened at the site of the closed Cathcart Landfill.

Solid Waste (SW) Operations is proposing to install heavy-duty safes in the Site Attendant booths at the transfer stations and four of the drop boxes. These safes would hold designated amounts of change and deposits and would be accessed by the Site Attendants (SA) through a code similar to that used on an ATM machine. SW Operations would contract with a company to service the safes by picking up the deposits and refilling the change. The SA Supervisor would pick up deposits at the drop boxes. This change would: (1) increase accountability; (2) increase safety for both the Site Attendants and the funds; (3) increase customer service by assuring correct change was always available; and (4) delete the mileage expenses now paid to the Site Attendants for banking.

Budget Changes:

For the 2003 budget, SW Operations is not increasing the staffing for ARTS. However, in order to bring the level of service at TRTS up to that of ARTS and the North County Recycling & Transfer Station (NCRTS) (allowing all vehicle types to dump from 6:00 a.m. to 7:00 p.m. on weekdays, and from 8:00 a.m. - 4:30 p.m. on the weekends), SW Operations requires three additional three Laborer II FTEs. This will provide adequate staffing levels to operate the equipment (loader, trackhoe, and compactor) necessary to keep open and process waste dumped by hydraulic vehicles on the flat floor portion of the TRTS facility. If not approved, the service that would be provided at TRTS would be that of a Drop Box rather than a transfer station after 4:00 p.m. during the week. Use of the facility would be restricted to only hand unloading, no commercial vehicles would be allowed. Only one Laborer would be on site to handle customers and there would be no compacting of garbage.

SW Operations is also proposing to add a Safety/Training Coordinator to ensure that each of our more than 100 employees' work environment is as safe as possible and that the employees have the tools and training necessary to perform their jobs. This person would work with both Management and the County Safety office on such issues as: (1) personal safety and security, particularly for the Site Attendants; (2) health risks (Laborers working around needles, unknown chemicals, etc.); (3) ergonomic issues (much of the work done in the field is strenuous and repetitive in nature); (4) safe equipment operation (there are a multitude of electrical and mechanical tools, machines and heavy equipment in use in at the SW facilities); (5) aging work force issues (increased risk of accidents); and (6) environmental risks.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Solid Waste Operations	103.000	104.500	104.500	104.500	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$4,477,937	\$5,013,013	\$5,228,846	\$215,833	4.31%
Personnel Benefits	\$1,131,973	\$1,131,958	\$1,251,415	\$119,457	10.55%
Supplies	\$471,549	\$471,888	\$516,045	\$44,157	9.36%
Other Services And Char	\$1,272,821	\$1,531,315	\$1,445,850	(\$85,465)	(5.58%)



Fund: 402 Solid Waste Management <u>Division:</u> 404 Solid Waste Operations

Department: 06 Public Works **Program:** 704 Solid Waste Operations

Solid Waste Operations	\$9,175,207	\$10,293,639	\$10,504,598	\$210,959	2.05%
Interfund Payments for S	\$1,677,567	\$1,913,465	\$1,859,442	(\$54,023)	(2.82%)
Capital Outlays	\$143,360	\$232,000	\$203,000	(\$29,000)	(12.50%)



Fund: 402 Solid Waste Management Division: 405 Engineering & Constructon

Department: 06 Public Works **Program:** 437 Solid Waste-Capital

Program Description: The Construction and Engineering Group provides engineering services for the Solid Waste

Management Division to develop and implement capital projects and facility improvements. This group also provides support to the Operations section in planning and implementing repair and maintenance

projects for all solid waste facilities.

Program Changes: The majority of construction for the Airport Road Recycling and Transfer Station (ARTS) at Paine

Field was completed in 2002. When ARTS is completed the existing Everett Recycling and Transfer Station will be demolished. Construction of the new Southwest Recycling and Transfer Station in Mountlake Terrace will begin in April, 2003. New National Pollution Discharge Elimination System (NPDES) permits must be prepared for three solid waste facilities: the closed Cathcart Landfill,

SWRTS and ARTS.

Budget Changes: The 2003 capital budget for Solid Waste, including decision packages, is \$11,618,025 less than 2002.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Solid Waste-Capital	2.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$124,047	\$167,672	\$138,577	(\$29,095)	(17.35%)
Personnel Benefits	\$26,572	\$25,794	\$29,295	\$3,501	13.57%
Other Services And Char	\$2,723,664	\$1,844,500	\$840,900	(\$1,003,600)	(54.41%)
Capital Outlays	\$3,824,829	\$25,684,000	\$14,851,730	(\$10,832,270)	(42.18%)
Interfund Payments for S	\$540,615	\$553,500	\$792,500	\$239,000	43.18%
Solid Waste-Capital	\$7,239,727	\$28,275,466	\$16,653,002	(\$11.622.464)	(41.10%)



Fund: 402 Solid Waste Management <u>Division:</u> 406 Solid Waste Export

Department: 06 Public Works **Program:** 706 Solid Waste Export

Program Description: This activity pays for exporting county waste to the Regional Disposal Company landfill in Klickitat

County and associated waste export costs. Also included are costs for the processing of vactor grit from

the facility located at Cathcart.

Program Changes: None. All costs associated with the waste export program are included in this budget.

Budget Changes: The budget assumes that tonnage in 2003 will be 460,000 tons and that the Solid Waste Division will

average at least 30.30 tons per container, thereby realizing significant contract savings. These savings

are calculated in the amount requested in the 2003 budget.

Staff responsible for the waste export contract is budgeted for within SW Operations (program 704). The waste export budget includes funds required for the transport and disposal of waste. These include: potential legal services; repair and maintenance of containers and trailers; travel funds to monitor the Regional Landfill; supplies (container seals) and printing of transaction tickets.

Staffing Resources:

•	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
	Supplies	\$2,158	\$3,600	\$3,500	(\$100)	(2.78%)
	Other Services And Char	\$18,782,001	\$20,148,472	\$20,481,650	\$333,178	1.65%
	Interfund Payments for S	\$4,306	\$6,000	\$6,000	\$0	.00%
	Solid Waste Export	\$18,788,466	\$20,158,072	\$20,491,150	\$333.078	1.65%



Fund: 402 Solid Waste Management Division: 407 Environmental Services

Department: 06 Public Works **Program:** 707 Solid Waste Ess

Program Description: The Solid Waste Environmental Services Section (ESS) operates the leachate pretreatment plant and

landfill gas systems at closed landfills. ESS also performs sensitive environmental monitoring and

sampling at all solid waste facilities in accordance with local and state regulations.

Program Changes: None

Budget Changes: Anticipated staffing increases and costs to support a landfill gas to energy project are no longer required

in 2003. In 2002, the County Council agreed with a Solid Waste recommendation to cancel the project. (Fiscal analysis determined the project couldn't guarantee enough return on investment.)

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Solid Waste Ess	6.000	9.000	6.000	6.000	-3.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$326,096	\$558,697	\$364,306	(\$194,391)	(34.79%)
Personnel Benefits	\$76,013	\$106,713	\$82,082	(\$24,631)	(23.08%)
Supplies	\$60,730	\$85,150	\$65,750	(\$19,400)	(22.78%)
Other Services And Char	\$438,210	\$562,679	\$496,258	(\$66,421)	(11.80%)
Capital Outlays	\$0	\$24,975	\$13,800	(\$11,175)	(44.74%)
Interfund Payments for S	\$41,928	\$58,659	\$50,384	(\$8,275)	(14.11%)
Solid Waste Ess	\$942,977	\$1,396,873	\$1,072,580	(\$324,293)	(23.22%)



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works Program: 111 Administration

Program Description:

The program provides oversight for the Surface Water Management Division. The mission of the division is to work in partnership with citizens of Snohomish County to protect and enhance water quality and aquatic habitats, to minimize damage from flooding and erosion and to preserve a water resource legacy for future generations. Groundwater management is also a part of the program. The divisional efforts include capital improvements, maintenance, planning and policy analysis, community outreach, scientific monitoring and analysis, and regulatory compliance. Interdepartmental, interagency, and intergovernmental partnerships are also fostered in this program. The program includes ongoing efforts to improve efficiencies and cost-effectiveness of the division through tracking and monitoring of the SWM work plan, expenditures, and project products. Billings for the portion of the revenues from surface water management utility fees are provided through an arrangement with the Assessor and Treasurer's Office. Review of billing appeals is provided through this program.

Program Changes:

There will be a reduction in clerical support for division operations as a result of a .5 FTE reduction in this program. There is also a \$20,000 reduction in professional services for regional service agreements and long range financial planning. In 2003 administrative costs attributable to specific programs (such as County overhead and space) have been distributed to individual program activity budgets.

Budget Changes:

Surface Water Management made substantial cuts in their requested budget for 2003. This was done to bring expenditures in line with revenue and to shift the focus more to drainage and capital projects. There is a net reduction of .5 FTE.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	5.500	7.500	7.500	7.000	-0.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$330,000	\$0	(\$330,000)	(100.00%)
Salaries	\$333,181	\$426,819	\$416,795	(\$10,024)	(2.35%)
Personnel Benefits	\$81,592	\$99,544	\$111,911	\$12,367	12.42%
Supplies	\$30,939	\$19,950	\$20,489	\$539	2.70%
Other Services And Char	\$323,135	\$1,673,273	\$65,028	(\$1,608,245)	(96.11%)
Interfund Services	\$0	\$30,000	\$0	(\$30,000)	(100.00%)
Debt Service: Principal	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$128,246	\$108,556	\$39,035	(\$69,521)	(64.04%)
Administration	\$897,093	\$2,688,142	\$653,258	(\$2,034,884)	(75.70%)



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 112 Watershed Planning/Analysis

Program Description:

This program develops and coordinates implementation of watershed plans that involve local citizens in solving water resource problems, including flow and aquatic habitat problems. It monitors stream flow and rainfall to provide data for capital project design, mitigation site identification, and flood warning. These activities provide the technical analysis to ensure that local actions are tailored to be most effective in each unique watershed. They also operate forums for citizens and other jurisdictions to give ongoing input to local actions. Because the planning process is combined with the County's duties as lead entity under the state Salmon Recovery Act, this program helps the County and its partners to gain access to millions in state grants for acquiring and restoring salmon habitat. Support also is given to the Marine Resource Advisory Committee (MRC) to address protection of marine shorelines and nearshore areas.

Program Changes:

The 2003 program budget has been reduced and much of its emphasis shifted away from salmon habitat issues. Hydrologic modeling and channel analysis to inform aquatic resource and public safety protection has been cut. Habitat inventory and monitoring has been dropped as an independent activity and will be undertaken only as part of other activities such as support for Road Maintenance and Capital, or if grants are obtained. Watershed planning effort has been reduced and staff in other sections who once worked on the plans have been largely reassigned. Three stream flow or rainfall gages have been cut. ESA policy analysis and county work plan coordination has been dropped except for a minimal issue tracking function.

A proportionate share of general administration charges (such as County overhead, space) are transferred to this Activity from Activity 111.

Budget Changes:

Surface Water Management made substantial cuts in their requested budget for 2003. This was done to bring expenditures in line with revenue and to shift the focus more to drainage and capital projects.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Watershed Planning/Anal	13.500	14.500	14.000	13.000	-1.500

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$669,414	\$829,833	\$794,104	(\$35,729)	(4.31%)
Personnel Benefits	\$152,312	\$170,817	\$171,861	\$1,044	.61%
Supplies	\$44,871	\$57,000	\$94,637	\$37,637	66.03%
Other Services And Char	\$207,710	\$474,367	\$406,926	(\$67,441)	(14.22%)
Interfund Services	\$34,956	\$50,892	\$0	(\$50,892)	(100.00%)
Capital Outlays	\$20,604	\$3,000	\$0	(\$3,000)	(100.00%)
Interfund Payments for S	\$28,842	\$49,897	\$87,323	\$37,426	75.01%
Watershed Planning/An	\$1,158,709	\$1,635,806	\$1,554,851	(\$80,955)	(4.95%)



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 113 Stream Enhancement CIP

Program Description: This program implements projects recommended in master drainage plans, the Drainage Needs Report,

watershed management plans and salmon recovery plans with the goal of improving conditions for salmon success and recovery and developing projects that could be used as mitigation for road or other development projects. Typical projects include stream rehabilitation, repairs of fish blockage problems, wetland restoration, and riparian corridor preservation. The program also includes the assessment of feasibility and preliminary designs for the SWM 6-year plan and future funding requests such as outside

grants.

Program Changes: A proportionate share of general administration charges (such as County overhead, space) are

transferred to this Activity from Activity 111.

Budget Changes: Surface Water Management made substantial cuts in their requested budget for 2003. This was done to

bring expenditures in line with revenue and to shift the focus more to drainage and capital projects.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Stream Enhancement CIP	16.000	3.000	3.000	2.000	-1.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$223,604	\$205,323	\$351,380	\$146,057	71.14%
Personnel Benefits	\$48,444	\$40,537	\$46,403	\$5,866	14.47%
Supplies	\$3,030	\$30,212	\$24,540	(\$5,672)	(18.77%)
Other Services And Char	\$93,244	\$203,788	\$105,039	(\$98,749)	(48.46%)
Interfund Services	\$51,727	\$55,782	\$0	(\$55,782)	(100.00%)
Capital Outlays	\$4,500	\$8,000	\$0	(\$8,000)	(100.00%)
Interfund Payments for S	\$390,477	\$317,421	\$293,649	(\$23,772)	(7.49%)
Stream Enhancement C	\$815,027	\$861,063	\$821,011	(\$40,052)	(4.65%)



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works Program: 114 Water Quality Services

Program Description:

This program implements non-structural solutions to drainage, water quality and aquatic habitat problems. It includes management of the County's National Pollutant Discharge Elimination System (NPDES) permit; water quality monitoring of streams and lakes throughout the County; pollution complaint investigations; lake management activities; Geographic Information System (GIS) support and field technician support for SWM's scientific and engineering analyses; County code and policy development related to surface water issues; monitoring of County compliance with state and federal water quality laws; and a groundwater management program.

Program Changes:

This program will be reduced in scope in 2003, with less outreach/technical assistance offered to citizens in solving water quality problems and a scaled down approach to developing a stormwater manual. An Engineer III position will be eliminated, which will reduce the resources available to develop Drainage Manual equivalent to the 2001 Ecology Stormwater Manual. This will translate into a reduced ability to adapt it to local conditions and stakeholder interests. The loss of this position will also reduce SWM's ability to initiate innovative and cost effective designs for water quality facilities

The duties of a GIS Analyst will be shifted from providing GIS support for salmon recovery plans and habitat inventory to support for capital projects.

Professional services will be cut which will reduce the level of effort available for revising the County Drainage Manual (see Engineer III cut above), and will also reduces lab support for water quality investigations.

Other non-labor expenditures will be reduced, which will generally reduce the ability to provide services or reduce the quality of work. A proportionate share of general administration charges (such as County overhead, space) are transferred to this Activity from Activity 111.

Budget Changes:

Surface Water Management made substantial cuts in their requested budget for 2003. This was done to bring expenditures in line with revenue and to shift the focus more to drainage and capital projects.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Water Quality Services	25.000	15.500	16.000	15.000	-0.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$687,481	\$845,155	\$824,473	(\$20,682)	(2.45%)
Personnel Benefits	\$144,994	\$187,999	\$186,126	(\$1,873)	(1.00%)
Supplies	\$49,330	\$52,500	\$40,500	(\$12,000)	(22.86%)
Other Services And Char	\$200,717	\$347,100	\$222,167	(\$124,933)	(35.99%)
Capital Outlays	\$37,343	\$8,000	\$0	(\$8,000)	(100.00%)
Interfund Payments for S	\$82,873	\$66,400	\$155,725	\$89,325	134.53%
Water Ouality Services	\$1,202,738	\$1,507,154	\$1,428,991	(\$78,163)	(5.19%)



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 115 Community Partners

Program Description:

This program, most of which is a federal NPDES permit requirement, enhances SWM's impact and mission fulfillment by implementing actions through citizen partnerships. The Outreach Program develops community-based solutions to water quality, drainage/flooding and aquatic habitat issues. Surface water outreach programs provide service to adults, youth and community groups through information, resources and technical support. Watershed stewardship activities help citizens implement surface water management actions through technical assistance, watershed plan implementation, small capital projects, volunteer support and agricultural outreach (achieved through a contract with Snohomish Conservation District (16% of budget).

Program Changes:

Overall program reduction and emphasis shift to capital and drainage objectives. Previous ESA/Salmon Conservation support will shift to drainage - implementing an educational initiative for private detention facility maintenance. Native Plant program will transfer from this Activity into Activity 113 and will restructure for service and support of capital projects, and reduce educational emphasis. Other specific cuts include small project design and implementation, agricultural outreach in the Snohomish and South County WMAs, and significant reduction in general education and information services. A proportionate share of general administration charges (such as County overhead, space) are transferred to this Activity from Activity 111.

Budget Changes:

Surface Water Management made substantial cuts in their requested budget for 2003. This was done to bring expenditures in line with revenue and to shift the focus more to drainage and capital projects.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Community Partners	2.000	9.000	9.000	9.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$397,591	\$567,650	\$467,395	(\$100,255)	(17.66%)
Personnel Benefits	\$81,705	\$108,884	\$119,191	\$10,307	9.47%
Supplies	\$61,704	\$84,644	\$102,264	\$17,620	20.82%
Other Services And Char	\$351,472	\$551,633	\$459,050	(\$92,583)	(16.78%)
Capital Outlays	\$8,965	\$11,000	\$0	(\$11,000)	(100.00%)
Interfund Payments for S	\$124,230	\$79,181	\$78,303	(\$878)	(1.11%)
Community Partners	\$1,025,668	\$1,402,992	\$1.226.203	(\$176,789)	(12.60%)



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 116 Drainage Maintenance

Program Description:

This program, based on a federal NPDES permit requirement, provides inspection and maintenance of residential and regional stormwater facilities, including detention ponds, pipes, vaults, infiltration systems, and biofiltration swales; inspection of commercial stormwater facilities; technical assistance to other County departments and the public; and citizen education to help property owners and homeowner's associations to maintain their stormwater facilities.

Program Changes:

A program to help homeowner's associations and property owners to better maintain their own facilities has been added utilizing staff from the Outreach Program. All stormwater facilities constructed under the current Title 24 are to be owned and maintained mainly by the property owners, not the County. This program will provide technical assistance and education to those property owners, to assist them in maintaining their facilities.

There is approximately \$64,000 additional funding for increased maintenance of residential stormwater facilities. This increase is needed to continue to meet the NPDES requirement that the county maintain 90 facilities, and also to continue to reduce urban flooding by ensuring that the detention facilities are functioning properly.

A proportionate share of general administration charges (such as County overhead, space) are transferred to this Activity from Activity 111. One home-based FTE was moved from this Activity into Activity 117.

Budget Changes:

Surface Water Management will be starting a program to recoup the cost of cleaning detention ponds for developments.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Drainage Maintenance	4.000	3.000	2.000	2.000	-1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$82,250	\$141,724	\$106,306	(\$35,418)	(24.99%)
Personnel Benefits	\$16,814	\$33,196	\$24,930	(\$8,266)	(24.90%)
Supplies	\$2,914	\$21,490	\$14,490	(\$7,000)	(32.57%)
Other Services And Char	\$174,869	\$168,177	\$181,179	\$13,002	7.73%
Interfund Payments for S	\$276,183	\$223,541	\$335,212	\$111,671	49.96%
Drainage Maintenance	\$553,030	\$588,128	\$662,117	\$73,989	12.58%



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works Program: 117 Drainage Rehab/Investigation

Program Description: This program responds to requests from citizens and county departments for technical assistance with

drainage problems, and includes research, field investigation, and analysis of individual drainage problems, and recommendations for solutions. This program also designs and constructs projects to resolve local drainage and water quality problems. The projects include upsizing culverts, installing new drainage or infiltration systems to reduce road flooding (up to 15 projects), and retrofitting

stormwater facilities to improve water quality (NPDES permit requirement).

Program Changes: No substantial changes have occurred. There is an additional \$62,000 for consultant services to provide

design assistance for DRI projects, to ensure that construction schedules are not delayed due to design and permitting issues. A proportionate share of general administration charges (such as County overhead, space) are transferred to this Activity from Activity 111. The home based for 1 FTE has been

moved into this Activity to reflect engineering assistance currently being provided to this program.

Budget Changes: No substantial changes.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Drainage Rehab/Investig	6.000	6.000	7.000	7.000	1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$370,128	\$400,924	\$446,836	\$45,912	11.45%
Personnel Benefits	\$97,144	\$73,513	\$92,759	\$19,246	26.18%
Supplies	\$6,396	\$21,900	\$25,255	\$3,355	15.32%
Other Services And Char	\$95,653	\$44,500	\$159,260	\$114,760	257.89%
Capital Outlays	\$0	\$20,000	\$20,000	\$0	.00%
Interfund Payments for S	\$306,438	\$382,242	\$370,113	(\$12,129)	(3.17%)
Drainage Rehab/Investi	\$875,759	\$943.079	\$1.114.223	\$171,144	18.15%



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works Program: 118 Drainage CIP

Program Description: This program provides engineering planning and analysis, project design, and project construction for

drainage and water quality problems throughout the County. Included in this program are

implementation of the Master Drainage Plans, UGA Plans, some DNR implementation, and design and construction of other projects that reduce flooding and improve water quality. Some of the water quality projects such as detection facility retrofits, are required by the Country's NRDES permit

quality projects, such as detention facility retrofits, are required by the County's NPDES permit.

Program Changes: Administrative costs related to staff within this Activity, such as County overhead and space, have been

moved from Activity 111 into this Activity.

<u>Budget Changes:</u> Surface Water Management shifted their focus to drainage and capital projects. Council passed a 2 year

rate increase in the South West UGA. The funding will be dedicated to urban infrastructure in that area.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Drainage CIP		2.000	2.000	5.000	3.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$118,280	\$126,313	\$290,707	\$164,394	130.15%
Personnel Benefits	\$81,476	\$26,022	\$65,898	\$39,876	153.24%
Supplies	\$0	\$5,200	\$10,368	\$5,168	99.38%
Other Services And Char	\$264,832	\$211,640	\$728,821	\$517,181	244.37%
Capital Outlays	\$0	\$50,000	\$780,129	\$730,129	1460.26%
Debt Service: Principal	\$116,360	\$141,516	\$151,400	\$9,884	6.98%
Interfund Payments for S	\$49,461	\$366,835	\$565,508	\$198,673	54.16%
Drainage CIP	\$630,409	\$927,526	\$2,592,831	\$1,665,305	179.54%



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 119 DNR Program

Program Description:

This program emphasizes the design and construction of projects resulting from the Drainage Needs Report (DNR) and UGA Plans, and is funded mainly from the DNR bond revenue. It includes construction of three Lake Stevens DPO projects, design of 7-8 capital projects, and an analysis of the need for a pump station to reduce the impacts of upland runoff on farming in the Ebey Slough floodplain. It also includes drainage analysis and preliminary design for urbanized and urbanizing areas of the County, through SWM's Master Drainage Planning (MDP) work. The MDP group will analyze existing and future drainage, determine drainage problems, develop solutions, and prepare preliminary designs and cost estimates. In 2003, the MDP group will also be working with PDS to develop the 10-year Comprehensive Plan update. This Activity also includes the DNR Bond repayment, which is funded from REET2.

Program Changes:

The program emphasis has changed from analysis to design and construction of capital facilities. Three Lake Stevens UGA Plan projects will be constructed, and 7-8 DNR implementation or UGA Planrelated projects will be designed through this Activity.

There is a decrease in the DNR design, analysis, and drainage inventory for this Activity, due to the completion of the DNR work. The staffing will be reduced to a minimal level to provide continued drainage inventory, analysis, and preliminary design by the end of 2003. However, 9 of the project positions are continue into the first part of 2003.

Budget Changes:

As the DNR project nears completion this program is decreasing to a minimal on-going level. This accounts for the reduction in FTEs.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
DNR Program	0.000	19.000	8.000	16.000	-3.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$789,894	\$1,058,329	\$446,112	(\$612,217)	(57.85%)
Personnel Benefits	\$104,150	\$213,485	\$99,898	(\$113,587)	(53.21%)
Supplies	\$35,873	\$16,500	\$5,900	(\$10,600)	(64.24%)
Other Services And Char	\$3,841,982	\$5,398,498	\$708,067	(\$4,690,431)	(86.88%)
Capital Outlays	\$79,042	\$1,333,359	\$10,000	(\$1,323,359)	(99.25%)
Debt Service: Principal	\$0	\$1,200,000	\$1,158,497	(\$41,503)	(3.46%)
Interfund Payments for S	\$216,785	\$207,368	\$531,838	\$324,470	156.47%
DNR Program	\$5,067,727	\$9,427,539	\$2,960,312	(\$6,467,227)	(68.60%)



Fund: 415 Surface Water Management Division: 357 Surface Water Management

Department: 06 Public Works **Program:** 700 SWM Transfer Outs

Program Description: This program captures the administrative-type payments that are transferred out to other County

departments/divisions during the year and costs that are not assigned to specific staff positions or Activities. This program currently supports two positions in the Treasurer's Office and one position in the Assessor's Office, which provide services in the billing and collection of Surface Water Management fees. Additionally, this program reflects the payment for County Premium and County Indirect costs related to support Surface Water Management receives from the Prosecuting Attorney, Budget & Finance, and Human Resources departments. The program also captures a portion of the DIS/GIS costs for services provided and debt repayment. Payment for services from the Public Works

Administration division also resides in this program.

Program Changes: Some of the DIS costs have been distributed to the other programs within Surface Water and River

Management.

Budget Changes: Refer to above.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Interfund Services	\$121,449	\$124,545	\$182,147	\$57,602	46.25%
Debt Service: Principal	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$934,514	\$968,988	\$548,393	(\$420,595)	(43.41%)
SWM Transfer Outs	\$1,055,963	\$1,093,533	\$730,540	(\$362,993)	(33.19%)



Fund: 502 Equipment Rental & Revolving

Division: 600 Equipment Rental & Revolving

Department: 06 Public Works **Program:** 840 Fleet Mgt - Overhead Stor

Program Description: Fleet Management Stores Overhead is responsible for purchasing all fuel, repair parts, and road

maintenance materials to support fleet equipment and Road Maintenance operations. Personnel costs including six Storekeepers and one Delivery Worker and their associated overhead costs are budgeted

in the program.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Fleet Mgt - Overhead Sto	7.000	7.000	7.000	7.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$217,779	\$292,863	\$308,741	\$15,878	5.42%
Personnel Benefits	\$58,308	\$76,835	\$82,602	\$5,767	7.51%
Supplies	\$2,606,978	\$3,306,152	\$3,306,152	\$0	.00%
Other Services And Char	\$1,929	\$5,500	\$5,500	\$0	.00%
Interfund Payments for S	\$85	\$0	\$0	\$0	.00%
Fleet Mot - Overhead S	\$2,885,079	\$3,681,350	\$3,702,995	\$21.645	59%



Fund: 502 Equipment Rental & Revolving **Division:** 600 Equipment Rental & Revolving

06 Public Works Program: 860 Fleet Mgt - Maint & Opera **Department:**

This program includes staffing, assets, supplies (fuel, parts, materials) and overhead resources used to **Program Description:**

maintain fleet equipment, as well as administrative operations and support functions for the division.

None. **Program Changes:**

Capital Outlays include \$2,176,142 for the remodel and improvements to the shop floor space in the **Budget Changes:** Arlington facility, and \$560,000 for the first phase of an ER&R facility at Paine Field, to be started in

2003 and completed by 2005. Other capital includes the planned replacement of fleet vehicles and

equipment.

Staffing Resources:

	Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
l	Fleet Mgt - Maint & Ope	38.000	40.000	40.000	40.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$2,002,858	\$2,113,984	\$2,265,082	\$151,098	7.15%
Personnel Benefits	\$519,884	\$503,655	\$568,744	\$65,089	12.92%
Supplies	\$1,118,547	\$3,168,011	\$3,168,011	\$0	.00%
Other Services And Char	\$455,304	\$564,576	\$575,283	\$10,707	1.90%
Interfund Services	\$0	\$527,250	\$0	(\$527,250)	(100.00%)
Capital Outlays	\$4,379,536	\$5,812,233	\$7,432,976	\$1,620,743	27.89%
Debt Service: Principal	\$70,000	\$75,000	\$75,000	\$0	.00%
Debt Service: Interest &	\$95,357	\$91,639	\$91,639	\$0	.00%
Interfund Payments for S	\$700,857	\$951,547	\$1,000,618	\$49,071	5.16%
Fleet Mgt - Maint & Op	\$9.342.344	\$13.807.895	\$15,177,353	\$1,369,458	9.92%



Fund: 507 Pits and Quarries Division: 243 Pit & Quarrie/Asphalt

Department: 06 Public Works Program: 828 Pits & Quarries

Program Description:

To manufacture, process or recycle various mineral aggregate materials meeting WSDOT specifications for Road, Bridge, and Municipal construction and to inventory and subsequently supply these materials to County Road Fund Maintenance and government agencies as requested to meet planned maintenance activities and day labor construction programs.

Program Changes:

The move of its primary operation from the Monroe Pit to the Sand Hill Pit and the development of its infrastructure was completed in February, 2002. Extremely competitive pricing by near-by pits has meant that the operation is not able to increase its rates to meet its increasing costs. The division continues to explore other ways to increase revenue or decrease costs such as taking on additional tasks where expected revenue exceeds the cost of providing it, selling by-products, promoting ourselves to other departments and municipalities, modifying work schedules, winter shut-downs, etc.

\$60,000 for the soil remediation at the combined road maintenance/ER&R facility in the City of Snohomish. The soil remediation is for the removal of sub-surface hazardous waste such as the residuals from diesel and gas tank leakage, dumping of petroleum wastes and materials lab solvents and cleaners. The Site has been reported to the State Department of Ecology and is considered a voluntary clean-up. We are required to report clean-up progress to them. The existing vapor extraction equipment installed in 1993 is no longer effectively removing pollutants. The request will fund the location of the pollutants at the Site and the installation of equipment to to remove them.

Budget Changes:

Although, the fund has reduced its anticipated costs of operation from \$600 thousand in 2002 to \$541thousand in 2003, the operation still finds itself necessary to use \$89 thousand in cash reserves to cover its costs. It is the division's goal to reduce the operation's use of reserves and to break even by 2005. Given the new pit's distance to our market, it was anticipated that we would experience operating losses in the first couple of years to be offset by gains from 2006 on. The demand for gravel products in Snohomish County relative to its sources, is driving the market into the eastern part of the County where most of the resources are.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Supplies	\$76,946	\$38,000	\$63,000	\$25,000	65.79%
Other Services And Char	\$150,143	\$90,200	\$80,500	(\$9,700)	(10.75%)
Capital Outlays	\$1,080,116	\$0	\$35,000	\$35,000	100.00%
Interfund Payments for S	\$636,057	\$472,282	\$422,747	(\$49,535)	(10.49%)
Pits & Ouarries	\$1,943,261	\$600,482	\$601,247	\$765	.13%



Department: 07 Hearing Examiner

Dept. Director: Robert J. Backstein

Financial Consultant: Mambo Emedi

Mission Statement: The Mission of the Office of the Hearing Examiner is to provide the highest quality, timely quasi-

judicial hearing services for the county's citizens.

<u>Legislative Authority:</u> Many state laws and the county charter authorize local legislative bodies to appoint hearing

examiners to handle a variety of land use and other matters. The County Council appoints the Hearing Examiner and Deputies who conduct independent fact finding, quasi-judicial hearings in support of the Council's land use regulations and adjudication duties. The Hearing Examiner

operates pursuant to Chapter 2.02 of the Snohomish County Code.

Organization Chart:

Hearing Examine FTE: 3.750

Service Provided: The Hearing Examiner is an independent, quasi-judicial department within county government

which provides quasi-judicial fact finding hearings and decisions for county government and

citizens.

Budget Drivers: The Hearing Examiner is required to handle all cases assigned by ordinance. Ordinances also

require that certain procedures be followed with each case and that copies of decisions be provided free of charge to citizens who request to be "Parties of Record". Those ordinance

requirements are the primary drivers of the budget.

Major Projects: There are no major projects. We are not a "project" oriented Office.

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	3.750	3.750	3.750	3.750	0.000
Hearing Examiner	3.750	3.750	3.750	3.750	0.000

<u>Financial Resources -</u> Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Charges For Services	\$121,179	\$49,084	\$100,841	\$51,757	105.45%
Hearing Examiner	\$121,179	\$49.084	\$100.841	\$51,757	105.45%



Department: 07 Hearing Examiner

Dept. Director: Robert J. Backstein

Financial Consultant: Mambo Emedi

Financial Resources - Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$252,289	\$256,858	\$272,123	\$15,265	5.94%
Personnel Benefits	\$54,688	\$50,353	\$57,957	\$7,604	15.10%
Supplies	\$2,848	\$5,081	\$5,081	\$0	.00%
Other Services And Char	\$10,692	\$19,995	\$52,934	\$32,939	164.74%
Interfund Payments for S	\$388,505	\$31,302	\$33,391	\$2,089	6.67%
Hearing Examiner	\$709,021	\$363,589	\$421,486	\$57,897	15.92%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$709,021	\$363,589	\$421,486	\$57,897	15.92%
Hearing Examiner	\$709.021	\$363,589	\$421,486	\$57.897	15.92%



Fund: 002 General Fund Division: 301 Hearing Examiner

Department: 07 Hearing Examiner **Program:** 860 Hearing Examiner

Program Description: The Office of the Hearing Examiner exists to provide independent, quasi-judicial hearing and decision-

making services to county government. The Hearing Examiner's Office handles all quasi-judicial hearing functions associated with Titles 6, 9, 10, 13, 16-21, 23, 24, 26A, 26B, 26C, 27-29 and 32 SCC as well as personal property claims arising under three state laws. The Hearing Examiner and Deputy Hearing Examiner are independent officers of the county, appointed by the County Council for two-year

terms. The Office is regulated by Chapter 2.02 SCC.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Hearing Examiner	3.750	3.750	3.750	3.750	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$252,289	\$256,858	\$272,123	\$15,265	5.94%
Personnel Benefits	\$54,688	\$50,353	\$57,957	\$7,604	15.10%
Supplies	\$2,848	\$5,081	\$5,081	\$0	.00%
Other Services And Char	\$10,692	\$19,995	\$52,934	\$32,939	164.74%
Interfund Payments for S	\$388,505	\$31,302	\$33,391	\$2,089	6.67%
Hearing Examiner	\$709.021	\$363,589	\$421,486	\$57.897	15.92%



Department: 09 Parks and Recreation

Dept. Director: Ron Martin

Financial Consultant: Mary Albert

Mission Statement: The mission of Parks and Recreation is to provide safe, enjoyable, attractive parks and recreation

facilities with diverse programs and responsive services that enhance our quality of life and

preserve the natural and recreational resources of Snohomish County.

Legislative Authority: RCW 43.98 A -- Acquisition of Habitat Conservation and Outdoor Recreation Lands

RCW 43.99 -- Marine Recreation Land - Interagency Committee for Outdoor Recreation

RCW 46.09 -- Off-Road and Non-Highway Vehicles

RCW 77.24.580 -- Deposit, use of Proceeds from Sale or Lease of Aquatic Lands or Valuable

Materials Therefrom - Aquatic Lands Enhancement Account

33 USC 125 -- P.S.E.P.

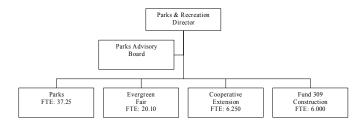
SCC 2.16 -- Parks & Recreation Department SCC 2.32 & 2.33 -- Evergreen State Fair SCC 3.42 -- Cooperative Extension

SCC 12.12-12.32-12.40 -- Recreational Water Use Code

SCC Title 22 -- Parks Code/Rules & Regulations

SCC 4.14 -- Conservation Futures Program Advisory Board

Organization Chart:



Service Provided: PARKS & RECREATION DIVISION

The Park Division is comprised of three program areas funded through the General Fund, which provide the following primary services:

Administration - management, payroll, office support, planning and development, and property management for all divisions

Operations - parkland patrol and code enforcement, routine grounds maintenance, mowing and turf management, restroom/shelter cleaning, administering camping/boat launch/shelter/yurts, fee collection, educational, sports camp, and aquatic programs

Maintenance - skilled maintenance projects (electrical, plumbing, etc.), small improvement projects, tenant repair/improvements, preventative maintenance plan and implementation, vehicle and equipment maintenance

EVERGREEN FAIR

The Evergreen State Fairgrounds is comprised of three program areas through the General Fund which provide the following primary services:



09 Parks and Recreation **Department:**

Dept. Director: Ron Martin

Financial Consultant: Mary Albert

Administration - management, payroll, office support, customer service, contract processing and fairtime entertainment

Maintenance - grounds and building maintenance, repairs, improvements and landscaping to provide a clean, safe and pleasant environment for all users

Operations - contract and manage year-round facility use, fairtime commercial vendors, safety and physical setup services

COOPERATIVE EXTENSION

4-H Youth Program - provide curricula in 33 areas from animals to computers, coordinate programs, facilitate inter-agency partnerships, support and supervise volunteers, process enrollments, publish newsletters, office support

Family Life Skills Program - nutrition education for low-income families, parenting skills, childcare provider training, senior programming, administrative support for curricula, conferences, grant contracts and office support

Agriculture and Home/Community Gardening - educational workshops, publications and technical assistance to dairy operations, small farms and community nutrition and gardening programs. Master Gardener volunteers provide education, technical assistance and publications to county residents in home and community gardening. Staff provide volunteer training, support and coordination

Natural Resources and the Environment - technical assistance through workshops, site visits and publications to non-industrial private forest owners and environmental education on salmon and habitat issues to youth and adults through experiential tours and workshops

Budget Drivers: At Department Level the most influencing Budget Drivers are our Department Objectives:

- 1) Public Accessibility to Quality Park Programs and Facilities
- 2) Youth Development/Meaningful Partnerships
- 3) Community Involvement/Cost Effectiveness

The following budget drivers are influencing or requiring certain funding levels in the 2003 budget:

PARK & RECREATION DIVISION

- Increased public usage and demand on existing park facilities (ballfields, campgrounds, shelters, yurts, open space, trails, boat launch and day use) requiring routine maintenance, patrol/security, scheduling, fee collection and deposits
- Increased public usage and demand on recreational and educational programs (McCollum Pool, Adventure/Sports Camp/Aviation/Sea Kayaking and other educational



09 Parks and Recreation **Department:**

Dept. Director: Ron Martin

Financial Consultant: Mary Albert

programs) requiring planning, marketing, scheduling, fee collection and deposits

- Administer capital fund program; working with grant and other funding deadlines for acquisition and development of present and future parks
- Preserving structure/property value through preventative maintenance
- Increased dependence on revenues to offset the operational budget

EVERGREEN FAIRGROUNDS DIVISION

- Increased costs for contracted Fairtime safety and emergency services (i.e., traffic control, internal security, fire and first aid)
- Rental of property surrounding fairgrounds to accommodate Fair time parking to meet customers' needs and generate new revenue from operation of additional parking locations.
- Increased costs of Fair entertainment and contracted services
- Fair professional services including Veterinarian, Superintendents, Judges, etc.
- COLA increases for full-time and classified extra help staff
- Minimum wage increases affecting fairtime employees' payroll costs
- Reduce FTEs to capture efficiencies in program operations while eliminating non-critical work
- Preserving structure/property value through active preventative maintenance
- Continuing efforts to become further self-supporting as directed by Council

COOPERATIVE EXTENSION DIVISION

- Growth in county residents served and trained volunteer workers
- Heavy dependence on volunteers
- Memorandum of Agreement with Washington State University
- Inflation has cut into supply and other operation base budgets

Major Projects: The following major projects or issues are included in this budget.

PARKS & RECREATION DIVISION

Capital projects - Centennial Trail Phase I Stage 2 Development, Centennial Trail Phase II Design and Engineering, Development of Community Parks at Lake Stevens, Martha Lake Airport (Big Rock Ballfields), Willis Tucker Regional Park (Ballfields), Pilchuck Field Development (Ballfields), Paine Field Community Park and Ballfields. Development of Lake Goodwin Waterfront Park. Spencer Island Cross Levee Repair and Water System Improvement. Masterplanning, Design and Engineering of Cavalero Hill Park, Neighborhood Improvement Program acquisitions and improvements. Continued installment of new playgrounds throughout our park system. Improvements to Northshore Soccer ballfields. Improvements to Maltby Park.

- Property Management of park residential rentals (15)
- Continued emphasis on intergovernmental and community partnerships through interlocal agreements and volunteer programs
- Implementation of newly adopted Parks and Recreation Comprehensive Plan: amending the Parks section of the Snohomish County Growth Policy Plan (GPP)
- SCC Title 26A: Conversion of the SEPA-based ordinance into a GMA-based ordinance, which governs collection of park impact mitigation fees with Planning and Development Services.

EVERGREEN FAIR DIVISION



09 Parks and Recreation **Department:**

Dept. Director: Ron Martin

Financial Consultant: Mary Albert

- Continue development of a Marketing and Public Relations section within Fairgrounds Administration.
- Re-roof the Judging Arena and Barn 608.
- Install sewer hookups in portions of RV II & RV III parking area.
- Replace Fairgrounds PA system for emergency and effective communication.
- Install service road and improved disabled access at south end of Grandstands.

COOPERATIVE EXTENSION

- A major staffing effort is being developed to increase alternative funding sources in order to broaden outreach to low-income citizens to teach environmentally friendly gardening and improve nutrition.
- Through the Memorandum of Agreement, Washington State University requested a 3.7% county contribution increase for salary increases granted to state employees by the legislature.

<u>Budget Changes:</u> The decreased revenues in the category "Operating Transfers In" reflect a decrease in bond proceeds transferred into the Parks Construction fund for projects, as well as a decrease in Parks Mitigation fees available for transfer to the Parks Construction fund for projects.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	66.100	67.600	67.850	63.600	-4.000
Parks Construction Fund	3.000	4.000	4.000	6.000	2.000
Parks and Recreation	69.100	71,600	71.850	69,600	-2.000

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$10,939,481	\$11,053,625	\$114,144	1.04%
Taxes	\$2,582,031	\$2,424,000	\$2,815,199	\$391,199	16.14%
Intergovernmental Reven	\$4,769,846	\$184,845	(\$320,438)	(\$505,283)	(273.35%)
Charges For Services	\$3,639,908	\$4,318,946	\$3,232,999	(\$1,085,947)	(25.14%)
Miscellaneous Revenues	\$4,766,735	\$679,118	\$3,226,450	\$2,547,332	375.09%
Operating Transfers In	\$40,330,452	\$11,822,368	\$4,914,418	(\$6,907,950)	(58.43%)
Parks and Recreation	\$56.088.971	\$30,368,758	\$24,922,253	(\$5,446,505)	(17.93%)

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$3,188,932	\$2,518,524	(\$670,408)	(21.02%)
Salaries	\$4,449,053	\$4,128,203	\$4,046,450	(\$81,753)	(1.98%)
Personnel Benefits	\$1,121,174	\$931,712	\$1,009,418	\$77,706	8.34%
Supplies	\$493,291	\$441,521	\$449,679	\$8,158	1.85%
Other Services And Char	\$2,288,367	\$3,242,650	\$2,936,202	(\$306,448)	(9.45%)
Interfund Services	\$6,981,767	\$5,906,651	\$4,593,634	(\$1,313,017)	(22.23%)
Capital Outlays	\$24,598,828	\$14,758,732	\$11,535,200	(\$3,223,532)	(21.84%)
Debt Service: Principal	\$0	\$357,043	\$97,244	(\$259,799)	(72.76%)
Interfund Payments for S	\$838,987	\$756,377	\$796,656	\$40,279	5.33%
Parks and Recreation	\$40,771,468	\$33,711,821	\$27,983,007	(\$5,728,814)	(16.99%)



Department: 09 Parks and Recreation

Dept. Director: Ron Martin

Financial Consultant: Mary Albert

Financial Resources - Expenditure (FUND):

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$7,647,194	\$7,791,214	\$7,798,038	\$6,824	.09%
Special Revenue Funds	\$18,125	\$50,000	\$30,100	(\$19,900)	(39.80%)
Grant Control	\$225	\$0	\$0	\$0	.00%
Evergreen Fairground Cu	\$320,670	\$1,428,945	\$987,412	(\$441,533)	(30.90%)
Conservation Futures Ta	\$3,210,999	\$12,429,825	\$13,402,412	\$972,587	7.82%
Parks Mitigation	\$2,964,221	\$3,051,784	\$1,734,467	(\$1,317,317)	(43.17%)
Fair Sponsorships and D	\$377,729	\$413,500	\$413,500	\$0	.00%
Parks Construction Fund	\$26,232,306	\$8,546,553	\$3,617,078	(\$4,929,475)	(57.68%)
Parks and Recreation	\$40.771.468	\$33.711.821	\$27,983,007	(\$5,728,814)	(16.99%)



Fund: 002 General Fund Division: 952 Cooperative Ext Service

Department: 09 Parks and Recreation **Program:** 122 Agriculture/Urban Horticulture

Program Description:

Cooperative Extension is a three-way partnership between the U.S. Department of Agriculture, Washington State University and Snohomish County. Extension agents, faculty of WSU, bring noncredit education and community development programs to all parts of the County. To keep up with increasing service demands and to keep staffing costs in line, Cooperative Extension continues to use trained volunteers to implement most programs. The farm program focuses on commercial and small farms, primarily dairy and animal producers, while the community horticulture program focuses on home landscape and food gardens. The farm programs are designed to improve the healthy sustainability of the Snohomish County agriculture industry by promoting profitable and salmonprotecting management practices. There are more than 60,000 acres in farms and annual product sales exceed \$112 million. However, productive farming enterprises are being forced out due to continuous 25-year low prices, urban sprawl conflicts and high cost retrofits to meet new regulatory requirements. Every average-sized dairy lost means a loss of approximately \$10 million to the county revenue stream. Community horticulture programs teach skills to professionals, volunteer educators and the public for solving plant problems and addressing environmental stewardship issues, especially practices that save salmon. Cooperative Extension is the only agency capable of diagnosing many plant and pest problems and offering control options. Three hundred Master Gardener volunteer educators offer service to the 100,000+ households that have gardens in the County. Volunteers provide 16,000 hours of staff time to the County each year valued at \$325,000. In addition, staff is helping County residents improve their nutrition through vegetable gardening. Classes, demonstrations and donated supplies are focused on low-income audiences and in the Tulalip community. Washington State University funds salaries and benefits of \$137,967 annually. In addition they provide specialist, researcher and publication support. County and state dollars provide match for a \$170,000 nutrition gardening grant.

Program Changes:

More emphasis will be put on reducing pesticide use. A focus on financial success for farmers will be central to the agriculture program.

Budget Changes:

None.

Staffing Resources:

	Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
P	Agriculture/Urban Hortic	1.600	1.600	1.600	1.600	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$53,547	\$59,575	\$56,134	(\$3,441)	(5.78%)
Personnel Benefits	\$17,915	\$18,015	\$20,451	\$2,436	13.52%
Supplies	\$5,727	\$4,037	\$3,320	(\$717)	(17.76%)
Other Services And Char	\$66,317	\$74,588	\$76,970	\$2,382	3.19%
Interfund Payments for S	\$24,155	\$25,624	\$25,783	\$159	.62%
Agriculture/Urban Hor	\$167,661	\$181.839	\$182,658	\$819	.45%



Fund: 002 General Fund **Division:** 952 Cooperative Ext Service

09 Parks and Recreation **Program:** 123 Youth Services **Department:**

Program Description:

Cooperative Extension is a three-way partnership between the U.S. Department of Agriculture, Washington State University and Snohomish County. Extension agents, faculty of WSU, bring noncredit education and community development programs to all parts of the County. To keep up with increasing service demands and to keep staffing costs in line, Cooperative Extension continues to use trained volunteers to implement most programs. 4-H Youth Development programs provide prevention activities to assist young people in developing life and job skills in leadership, communications, decision-making and enhancing self-esteem. The program provides youth with opportunities to assume leadership roles and experience success. Six hundred fifty adult and youth volunteers use 4-H experiential curricula to facilitate youth learning in their community. The youth program includes 4-H clubs, special interest issues-based programs and school enrichment in urban, suburban and rural areas of the county. More than 8,000 unduplicated youth are involved in ongoing 4-H programs. Trained volunteer leaders provide 65,000 hours of staff time valued at \$910,000 each year. Washington State University funds salaries and benefits valued at \$46,464 plus 100% funding of regional and statewide 4-H activities.

Program Changes: In 2003, more emphasis will be placed on urban youth programming, resources permitting.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Youth Services	3.450	3.450	3.450	3.450	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$132,051	\$139,436	\$139,907	\$471	.34%
Personnel Benefits	\$38,706	\$36,822	\$41,160	\$4,338	11.78%
Supplies	\$5,786	\$5,669	\$9,344	\$3,675	64.83%
Other Services And Char	\$64,831	\$66,979	\$68,231	\$1,252	1.87%
Interfund Payments for S	\$7,208	\$7,339	\$7,339	\$0	.00%
Youth Services	\$248,583	\$256,245	\$265,981	\$9,736	3.80%



Fund: 002 General Fund **Division:** 952 Cooperative Ext Service

09 Parks and Recreation **Program:** 125 Family Living **Department:**

Program Description:

Cooperative Extension is a three-way partnership between the U.S. Department of Agriculture, Washington State University and Snohomish County. Extension agents, faculty of WSU, bring noncredit education and community development programs to all parts of the County. To keep up with increasing service demands and to keep staffing costs in line, Cooperative Extension continues to use trained volunteers to implement most programs. Family Living programs are designed to improve the self-reliance of Snohomish County residents, especially those families "at risk" and limited resource families, individuals and seniors whose use of targeted research-based information can improve the quality of their lives significantly. Programmatic emphases include: a) food and nutritional health programs, b) child development and parenting training, c) childcare provider training, and d) senior education and wellness programming. Cooperative Extension provides professional training to 650 childcare providers and 350 parenting professionals. Two hundred twenty five low-income families with youth children improve their diets through the EFNEP nutrition education program every year. More than 500 youth and 250 adults improve their nutrition through a nutrition gardening program. The senior program reaches more than 800 seniors in the greater Mill Creek area with health, care giving and life skill classes. Volunteers contribute 7,675 hours valued at \$107,450. Washington State University provides \$308,629 towards salaries and benefits, plus 100% of specialist and research support. The Northshore Senior Center provides approximately \$45,000 for a Program Manager and operations support.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Family Living	0.800	0.800	0.800	0.800	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$35,456	\$37,466	\$34,968	(\$2,498)	(6.67%)
Personnel Benefits	\$10,360	\$10,168	\$11,328	\$1,160	11.41%
Supplies	\$3,270	\$3,330	\$3,080	(\$250)	(7.51%)
Other Services And Char	\$23,324	\$26,310	\$29,660	\$3,350	12.73%
Interfund Payments for S	\$4,801	\$4,743	\$4,743	\$0	.00%
Family Living	\$77,211	\$82,017	\$83,779	\$1,762	2.15%



Fund: 002 General Fund **Division:** 952 Cooperative Ext Service

09 Parks and Recreation **Program:** 126 Natural Resources **Department:**

Program Description:

Cooperative Extension is a three-way partnership between the U.S. Department of Agriculture, Washington State University and Snohomish County. Extension agents, faculty of WSU, bring noncredit education and community development programs to all parts of the County. To keep up with increasing service demands and to keep staffing costs in line, Cooperative Extension continues to use trained volunteers to implement most programs. Natural Resources programs help local people observe, learn, appreciate and care for the county's natural resources, both renewable and nonrenewable. Program focuses include forests, water, wildlife and salmon with special focus on the Stevens Pass Greenway between Everett and Wenatchee. Youth and adult programs are offered. There are 157,000 acres of commercial forestlands owned by individual residents of Snohomish County and more than 800,000 managed by government. Trained volunteers provide nearly 4,000 staffing hours every year valued at \$54,000. Washington State University provides \$44,195 for salary and benefits plus 100% of specialist, research and publication support.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Natural Resources	0.400	0.400	0.400	0.400	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$14,376	\$16,232	\$15,741	(\$491)	(3.02%)
Personnel Benefits	\$5,382	\$5,360	\$6,006	\$646	12.05%
Supplies	\$5,352	\$1,332	\$1,082	(\$250)	(18.77%)
Other Services And Char	\$13,226	\$18,446	\$19,833	\$1,387	7.52%
Interfund Payments for S	\$1,920	\$1,897	\$1,897	\$0	.00%
Natural Resources	\$40,256	\$43,267	\$44,559	\$1,292	2.99%



002 General Fund **Division:** 966 Evergreen Fair Fund:

09 Parks and Recreation **Program:** 541 Fair Administration General **Department:**

The Evergreen State Fairgrounds efficiently plans, promotes, manages the annual 12-day Fair and year-**Program Description:**

round use of its many diverse facilities. By developing, scheduling, and coordinating an extensive variety of agricultural, educational, and community-sponsored events, the fairgrounds plays a vital role

in fostering economic and social benefits to millions each year.

All fairgrounds staff endeavor to provide courteous and prompt customer service while practicing sound

fiscal management that advance the organization towards a self-sustaining operation.

None. **Program Changes:**

The Program Specialist position is being reduced from 1.0 FTE to .5 FTE to reflect the current work **Budget Changes:**

plan. The Marketing Specialist position is begin reduced from 1.0 FTE to .75 FTE also to reflect the current work plan. This will result in a savings of \$41,120. A major event is being planned at the

Fairgrounds for 2003, as the 2002 event (IAM Picnic) was successful.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Fair Administration Gene	5.950	7.950	6.950	6.200	-1.750

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$428,691	\$536,495	\$453,452	(\$83,043)	(15.48%)
Personnel Benefits	\$99,041	\$113,537	\$109,111	(\$4,426)	(3.90%)
Supplies	\$55,681	\$50,650	\$57,950	\$7,300	14.41%
Other Services And Char	\$1,177,589	\$1,264,798	\$1,321,600	\$56,802	4.49%
Interfund Payments for S	\$156,229	\$136,612	\$122,362	(\$14,250)	(10.43%)
Fair Administration Ge	\$1,917,231	\$2,102,092	\$2,064,475	(\$37,617)	(1.79%)



Fund: 002 General Fund Division: 966 Evergreen Fair

Department: 09 Parks and Recreation **Program:** 545 Fairgrounds Maintenance

Program Description: Review, prioritize and perform project requests for repairs, overall maintenance and minor facility

improvements that enable the fairgrounds to operate efficiently and effectively. Maintain and repair Fairgrounds fleet of operating equipment in such a manner as to provide safe and properly maintained

vehicles for transportation and on-going tasks..

Staff endeavors to coordinate and schedule activities for the day to day operation of the Fairgrounds and

provide a clean and safe environment for all users of the facilities.

Program Changes: None.

<u>Budget Changes:</u> One FMWII position has been eliminated and the Maintenance Supervisor position has been

reclassified to a Facility Maintenance Worker, Lead. The result is a savings of \$65,369.

Staffing Resources:

4/30/02 2001 2002 Change from **Program Name** Adopted Adopted Actual Adopted '02 Adopted Fairgrounds Maintenance 12.900 11.900 12.900 11.900 0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$637,896	\$619,494	\$620,293	\$799	.13%
Personnel Benefits	\$147,625	\$139,768	\$154,031	\$14,263	10.20%
Supplies	\$96,141	\$96,945	\$95,245	(\$1,700)	(1.75%)
Other Services And Char	\$59,463	\$60,500	\$59,990	(\$510)	(.84%)
Interfund Payments for S	\$5,884	\$13,725	\$4,785	(\$8,940)	(65.14%)
Fairgrounds Maintenan	\$947,009	\$930,432	\$934,344	\$3,912	.42%



Fund: 002 General Fund Division: 966 Evergreen Fair

Department: 09 Parks and Recreation **Program:** 548 Fair Operations General

Program Description: Provide equitable and quality service for the enjoyment and education of citizens of our County. The

Evergreen State Fairgrounds plans, promotes, manages the annual 12-day Fair and coordinates year-round use of the diverse facilities by scheduling or conducting an extensive variety of agricultural,

educational, and community-sponsored events.

Staff strives to continue a high level of public safety through contracted and partnered services for traffic control, security, first aid, fire, and veterinary services. Our delivery of cost effective services and opportunities is based on sound and equitable practices of managing fairgrounds resources.

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Fair Operations General	1.500	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$196,871	\$220,626	\$222,995	\$2,369	1.07%
Personnel Benefits	\$34,103	\$32,011	\$34,568	\$2,557	7.99%
Supplies	\$38,737	\$42,000	\$47,000	\$5,000	11.90%
Other Services And Char	\$87,223	\$99,222	\$96,953	(\$2,269)	(2.29%)
Interfund Payments for S	\$188	\$50	\$250	\$200	400.00%
Fair Operations Genera	\$357.121	\$393,909	\$401.766	\$7.857	1 99%



Fund: 002 General Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 411 Administration

Program Description:

The Parks and Recreation Department is responsible to provide quality and effective management of the County's Park and Recreation System, Evergreen State Fair, Kayak Point Golf Course, and Cooperative Extension Program.

Department/Division Management Sections

The Department Administrative Section is responsible to establish and implement policies and procedures to ensure consistent and extraordinary delivery of education and recreational services to the general public. The Parks Division Administration Section is responsible for implementing county policy, setting division priorities, and managing the Park Division administration operations.

WHAT WE DO

- Planning, management, and administration of the Parks and Recreation Program, Evergreen State Fair and fairgrounds, and administrative liaison between Snohomish County and Cooperative Extension of Washington State University.
- Administration of the Recreational Water Use Code, Parks Code (Rules and Regulations), and Conservation Futures Program for the County.
- Administer and manage administrative operations, maintain central files and information base, maintain personnel and financial records, and support clerical services for the Parks Division.
- Provide direction, set priorities, and monitor production and efficiency of divisional programs.
- Process, monitor, and record all financial transactions required for the operational budget, capital improvements, grants and revenues; implement and complete all contract administration/compliance and reporting requirements associated with these functions.
- Administer and provide contract compliance for residential rental contracts.

Parks Planning Section

The Parks Planning Section is responsible for coordinating, researching, and administering comprehensive long range and current planning programs; design, funding, citizen participation, and construction programs for park site acquisition and development, including active parks, open space, major trail corridors and park facilities; coordinating interdepartmental and interagency planning, design and construction projects; maintaining county grant eligibility and applying for state, federal and private grant resources; and addressing property, practices, and programs related to preservation or conservation of our environment through planning, acquisition, stewardship and public education programs.

Parks Property Management Section

The Parks Property Management Section is responsible for administering appraisals, appraisal reviews, negotiations, and relocation assistance for new active park and open space acquisitions, condemnation of properties, special service contracts, interagency coordination on property issues, special use permits and monitoring same, environmental risk assessments, and assisting other departments within the County as needed.

WHAT WE DO

- Coordinate, research, and administer an effective planning, design, and funding program for park site acquisition and development, including park sites, open space, major trail corridors, athletic fields and recreational centers.
- Coordinate interdepartmental and interagency participation in joint planning, design and construction



Fund: 002 General Fund Division: 985 Parks and Recreation - Admin

09 Parks and Recreation Program: 411 Administration **Department:**

projects.

- Continue updating the Comprehensive Park and Recreation Plan to guide future park planning, acquisition, and development priorities/update 6-year Capital Facility Plan.

- Maintain eligibility for state grant funding opportunities through the Interagency Committee for Outdoor Recreation, DNR Aquatic Lands Enhancement Account, ISTEA and other agency programs.
- Comply with the State Growth Management Act.
- Administer appraisals, appraisal reviews, negotiations, and relocation assistance for new park acquisition, condemnation of properties, special service contracts, interagency coordination on property issues, environmental risk assessments.

- Participate in planning, research property, stewardship and public education in response to the Federal Endangered Species Act.

Program Changes: None

Budget Changes:

The ESA Education Program - .5 FTE has been eliminated. A Senior Planner and an Associate Planner (2.0 FTEs) have been transferred from the general fund to Parks Construction fund (309) and are being funded by REET.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	9.050	8.050	8.050	5.550	-2.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$500,650	\$466,943	\$324,968	(\$141,975)	(30.41%)
Personnel Benefits	\$133,832	\$108,183	\$85,872	(\$22,311)	(20.62%)
Supplies	\$38,664	\$21,175	\$21,175	\$0	.00%
Other Services And Char	\$128,597	\$135,019	\$137,859	\$2,840	2.10%
Interfund Payments for S	\$280,052	\$189,122	\$208,898	\$19,776	10.46%
Administration	\$1.081.796	\$920,442	\$778,772	(\$141,670)	(15.39%)



Fund: 002 General Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 430 Parks Maintenance

Program Description:

The Maintenance Section is made up of a team of Facility Maintenance Workers that reviews, prioritizes and schedules service and project requests for repairs, maintenance and small improvements for all park and recreation facilities.

The Parks Mechanic maintains and repairs Park Division vehicle fleet and operating equipment in such a manner as to provide safe and properly running vehicles for transportation and equipment.

WHAT WE DO

- Administer project/service request process for management to evaluate workload and define priority park projects each quarter.
- Complete repair and small improvement projects for park and recreation facilities.
- Document and record material and labor costs for all approved and completed quarterly service/projects.
- Coordinate and schedule facility outside repair and maintenance services.
- Schedule and complete routine service of park vehicles (28) vehicles and machinery/ equipment (83)
- Coordinate maintenance and repair of ER&R vehicles/equipment (28) with Department of Public Works.
- Document and record all material and labor costs for vehicle repair and maintenance.
- Schedule and coordinate the completion of vehicle outside repair and maintenance services.
- Respond to residential rental tenant maintenance and improvement needs.

Program Changes:

None.

Budget Changes:

Two positions have been transferred from the Parks Routine Maintenance and Operation program.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Parks Maintenance	10.100	9.100	11.100	11.100	2.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$462,804	\$472,527	\$555,290	\$82,763	17.51%
Personnel Benefits	\$139,110	\$116,271	\$152,209	\$35,938	30.91%
Supplies	\$127,671	\$91,379	\$91,379	\$0	.00%
Other Services And Char	\$42,552	\$46,398	\$46,448	\$50	.11%
Capital Outlays	\$81,988	\$0	\$0	\$0	.00%
Interfund Payments for S	\$166,224	\$175,179	\$222,629	\$47,450	27.09%
Parks Maintenance	\$1,020,349	\$901,754	\$1,067,955	\$166,201	18.43%



Fund: 002 General Fund Division: 985 Parks and Recreation - Admin

Program: 680 Routine Maint & Operation 09 Parks and Recreation **Department:**

Program Description:

The Operations Section is made up of a team of Park Rangers - divided into five regions, to provide routine maintenance and operation of park and recreation facilities. This team coordinates and prioritizes work plan activities for the five major Park Regions. In addition, this team:

- Provides park informational and environmental interpretive programs to schools, various groups, organizations, and amphitheater gatherings located at various campgrounds.
- Provides security and management responsibilities in accordance with SCC Chapter 12 Recreational Water Use and SCC Chapter 22 Park Code. Administer Special-Use and Facility-Use Agreements.

The Programs Section is made up of a Program Supervisor and seasonal staff to provide youth natureoriented summer programs at various park sites, provide youth recreational programs at outlying county area school districts and schedule the use of baseball and soccer fields at McCollum, Esperance, Logan, and Forsgren Parks. This section also administers the summer aquatic program at McCollum Park.

- Mow and maintain over 200 acres of play fields, trails, landscape and lawn areas from March through
- Administer 120 year-round overnight campsites at Flowing Lake, Kayak, Lake Roesiger, Squire Creek and River Meadows Campgrounds.
- Provide parking/boat launch cash receipting services at Kayak, Flowing and Wyatt Parks.
- Administer year round reservations and accommodations for 10 YURTS (16 ft diameter dome structures) at Kayak Point Park.
- Administer reservations for 22 picnic shelters at Kayak Point, McCollum, Flowing Lake, Lundeen, River Meadows, Martha Lake and Squire Creek Parks.
- Present the Park Department's information slide program. Offer interpretive walks and talks throughout the park system on a regular seasonal basis or by special request.
- Present environmental/educational programs at school sites throughout Snohomish County as well as hands on programs at park sites. Many programs are cooperative partnerships utilizing other agency resources (e.g., Washington Water Weeks, etc.)
- Enforce park rules and regulations and provide routine maintenance activities (restroom cleaning, litter pickup, etc.) at 68 park sites. Provide on-site information and assistance to general public.
- Update, publish and distribute educational brochures for the public on boating safety.
- Update, publish and distribute a Park Resource Guide to the general public.
- Review and process Facility-Use/Special-Use and rental agreements to schedule the parks, trails and pool for organized groups and public event activities.
- Provide a summer youth sports camp program for youngsters 7-13 years of age at outlying countyarea school districts.
- Provide outdoor adventure (nature-oriented) summer and spring programs for children 10 to 15 years of age at various park sites.
- Provide lifeguards at public open swims, lessons, and pool rentals from June 16th through Labor Day at McCollum Park Pool.
- Operate an Explorer Post under authority from the Boy Scouts of America for youth 14 to 21.
- Establish volunteer and work release program project priorities, and coordinate and track activities and accomplishments.

Budget Changes: The Day-Use/Boat Launch Fees have been increased from \$ 3.00 per car to \$ 5.00 per car. Two positions (Habitat Steward and a Park Ranger Ass't) were transferred to the Parks Maintenance program. In addition, a recreational marketing plan will be developed in 2003.



Fund: 002 General Fund

Division: 985 Parks and Recreation - Admin

Department:

09 Parks and Recreation

Program: 680 Routine Maint & Operation

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Routine Maint & Operati	20.350	22.350	20.600	20.600	-1.750

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,192,063	\$1,314,677	\$1,254,797	(\$59,880)	(4.55%)
Personnel Benefits	\$297,786	\$300,073	\$311,198	\$11,125	3.71%
Supplies	\$68,819	\$81,004	\$81,004	\$0	.00%
Other Services And Char	\$177,976	\$236,867	\$273,882	\$37,015	15.63%
Interfund Services	\$40,045	\$41,791	\$48,200	\$6,409	15.34%
Interfund Payments for S	\$13,288	\$4,805	\$4,668	(\$137)	(2.85%)
Routine Maint & Opera	\$1,789,978	\$1,979,217	\$1,973,749	(\$5,468)	(.28%)



Fund: 100 Parks Donations Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 411 Administration

Program Description: This program provides Parks with expenditure authority for using donations, including corporate

sponsorships, scholarships, etc. Parks will not expend more than is received in revenue.

Parties are often interested in opportunities to remember loved ones, or to provide scholarships for camp and other activities, or to provide recreation equipment donations for such items as life jackets,

canoes, or kayaks.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

<u>Financial Resources - Expenditures:</u>

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Supplies	\$1,195	\$30,000	\$25,100	(\$4,900)	(16.33%)
	Capital Outlays	\$16,930	\$20,000	\$5,000	(\$15,000)	(75.00%)
	Administration	\$18 125	\$50,000	\$30,100	(\$19.900)	(39.80%)



Fund: 180 Evergreen Fairground Cum Reser Division: 966 Evergreen Fair

Department: 09 Parks and Recreation **Program:** 545 Fairgrounds Maintenance

Program Description: Allows for the accumulation of revenue from building and grounds rentals and year end surplus

revenues to be expended on capital improvements on the Evergreen State Fairgrounds. These

developments enable increased opportunity and growth, and address the safety concerns throughout the

fairgrounds.

Program Changes: None.

<u>Budget Changes:</u> In 2003, \$255,000 has been budgeted for capital improvements from surplus revenues accumulated in

past years. Yearly funding combined with sponsor partnerships has made possible many improvements

including upgraded lighting, new roofs, asbestos removal and newly asphalted walkways.

Staffing Resources:

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$0	\$10,000	\$10,000	100.00%
Other Services And Char	\$137,971	\$830,145	\$423,533	(\$406,612)	(48.98%)
Capital Outlays	\$175,000	\$235,000	\$450,000	\$215,000	91.49%
Debt Service: Principal	\$0	\$357,043	\$97,244	(\$259,799)	(72.76%)
Interfund Payments for S	\$7,699	\$6,757	\$6,635	(\$122)	(1.81%)
Fairgrounds Maintenan	\$320,670	\$1,428,945	\$987,412	(\$441,533)	(30.90%)



Fund: 185 Conservation Futures Tax Fund

Division: 985 Parks and Recreation - Admin

Department:

09 Parks and Recreation

Program: 191 Conservation Futures

Program Description:

The Snohomish County Conservation Futures Program has responsibility for administering funds for the purpose of acquiring interests or rights in real property located within Snohomish County which meet open space and conservation requirements as per RCW 84.34.230 and SCC 4.14. Funding for the program is available through the collection of \$0.0625 per \$1,000.00 of assessed valuation against all taxable real property within Snohomish County.

Goals, Objectives

- * Coordinate, administer and manage, through an effective public information process and interlocal cooperation, a significant open space acquisition program.
- * Provide technical assistance to Snohomish County departments, municipalities, and special purpose districts for the acquisition of eligible and appropriate open space projects.
- * Preserve, protect and otherwise conserve, for future public use and enjoyment, selected open space, farm and agricultural land, and timber land through acquisition, easement, development right, covenant, or other contractual methods.

Program Changes:

In July, 1997, the Snohomish County Council approved a general obligation bond issue funded through projected receipts from the Conservation Futures Property Tax. This bond generated \$24,398,759 to support the acquisition of forty-one Council-approved open space acquisition projects that were applied for in 1996 by the County and local cities. By the end of 2003 it is anticipated that over \$20 million in acquisitions will have been completed.

Late in 1998 the County Council approved an additional \$6.8 million (from fund balance after bond debt service) for county and city conservation projects. By the end of 2003 it is anticipated over \$6 million in acquisition will have been completed.

Budget Changes:

The 2003 Budget reflects the balance of funding for projects to be completed in 2003, plus bond debt payment and indirect cost impact.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$3,188,932	\$2,508,524	(\$680,408)	(21.34%)
Interfund Services	\$2,045,105	\$2,007,200	\$2,005,605	(\$1,595)	(.08%)
Capital Outlays	\$1,161,893	\$7,209,343	\$8,864,372	\$1,655,029	22.96%
Interfund Payments for S	\$4,000	\$24,350	\$23,911	(\$439)	(1.80%)
Conservation Futures	\$3.210.999	\$12,429,825	\$13,402,412	\$972,587	7.82%



Division: 985 Parks and Recreation - Admin 196 Parks Mitigation Fund:

09 Parks and Recreation Program: 701 Park Mitigation **Department:**

Program Description:

On September 27, 1989, the County Council approved Ordinances #89-103, 89-104 and 89-105 as an interim measure to address developer impacts on parks and recreation and provide a process to collect fees. On July 12, 1991, the County Council approved a new title 26A SCC (Ord. 91-026) which codified the requirement of mitigating development impact on park and recreation facilities. Adverse impacts on park and recreation facility service levels will be identified during the course of environmental review pursuant to the State Environmental Policy Act RCW 43.12C, and the Snohomish County Environmental Policy Ordinance, Title 23 SCC.

The park mitigation requirements authorized by Title 26A are designed to mitigate impacts reasonably related to a proposed subdivision or development by: (1) allowing payment of a dollar amount which must be used to acquire land or develop park & recreation facilities: (2) dedication of land; and/or (3) provision for on-site park and recreation facilities.

Program Changes: 2003 Park - Programmed Projects:

District #1	Arlington	Facilities/Resource	154,959
District #2	Brier	Land/Community Comb.	86,371
District #5	Granite Falls	Facilities/Resource	45,518
District #6	Lake Stevens	Facilities/Community	138,871
District #8	Marysville	Facilities/Trails	99,622
District #9	Monroe	Land/Community Comb	17,558
District #10	North Creek	Land/Community Comb	750,686
District #11	Paine Field	Land/Community Comb	128,828
District #13	Snohomish	Facilities/Community	54,019
District #14	SW County	Land/Community Comb	209,484
District #15	Stanwood	Facilities/Resource	28,502

Total Programmed Mitigation Fees - Year 2003: 1,714,418

Budget Changes:

Mitigation funding of Park Projects is based on revenue collected through May 31, 2002. In 2003 an additional \$20,049 is budgeted to cover indirect costs.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Interfund Services	\$2,953,378	\$3,031,368	\$1,714,418	(\$1,316,950)	(43.44%)
Interfund Payments for S	\$10,843	\$20,416	\$20,049	(\$367)	(1.80%)
Park Mitigation	\$2,964,221	\$3,051,784	\$1,734,467	(\$1,317,317)	(43.17%)



<u>Fund:</u> 197 Fair Sponsorships & Donations <u>Division:</u> 966 Evergreen Fair

Department: 09 Parks and Recreation **Program:** 371 Sponsorship

Program Description: Uses sponsor and partnership donations to enhance the annual Evergreen Sate Fair through advertising,

promotions, entertainment, and capital expenditures.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$8,322	\$8,437	\$10,656	\$2,219	26.30%
Personnel Benefits	\$5,219	\$3,000	\$3,000	\$0	.00%
Supplies	\$46,249	\$14,000	\$14,000	\$0	.00%
Other Services And Char	\$309,296	\$383,378	\$381,243	(\$2,135)	(.56%)
Interfund Payments for S	\$8,644	\$4,685	\$4,601	(\$84)	(1.79%)
Sponsorship	\$377,729	\$413,500	\$413,500	\$0	.00%



Fund: 309 Parks Construction Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 944 Community/Combination

Program Description: The Parks Construction Fund is dedicated funding for park acquisition and development and is funded

by Real Estate Excise Taxes (SB4972/HB2929), matching grant contributions and collected Park Mitigation Fees. The proposed projects are defined through the six-year Capital Improvement Plan (CIP). Community and Combination parks projects offer active and passive recreational opportunities in

growing communities.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Community/Combination	0.000	0.000		0.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$29,202	\$0	\$0	\$0	.00%
Personnel Benefits	\$7,173	\$0	\$0	\$0	.00%
Interfund Services	\$1,663,126	\$826,292	\$825,411	(\$881)	(.11%)
Capital Outlays	\$13,132,859	\$11,295,928	\$2,141,306	(\$9,154,622)	(81.04%)
Community/Combinati	\$14.832.360	\$12,122,220	\$2,966,717	(\$9,155,503)	(75.53%)



Fund: 309 Parks Construction Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 945 Resource Conservancy

Program Description: The Parks Construction Fund is dedicated funding for park acquisition and development and is funded

by Real Estate Excise Taxes (SB4972/HB2929), matching grant contributions and collected Park Mitigation Fees. The proposed projects are defined through the six-year Capital Improvement Plan (CIP). Projects focus on acquisition of habitat land for protected fish and wildlife species, and open

space in growing areas of the County.

Program Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$33,204	\$0	\$0	\$0	.00%
Personnel Benefits	\$9,023	\$0	\$0	\$0	.00%
Interfund Services	\$280,112	\$0	\$0	\$0	.00%
Capital Outlays	\$1,911,771	(\$203,137)	(\$633,883)	(\$430,746)	212.05%
Resource Conservancy	\$2,234,109	(\$203,137)	(\$633,883)	(\$430,746)	212.05%



Fund: 309 Parks Construction Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 946 Resource

Program Description: The Parks Construction Fund is dedicated funding for park acquisition and development and is funded

by Real Estate Excise Taxes (SB4972/HB2929), matching grant contributions and collected Park Mitigation Fees. The proposed projects are defined through the six-year Capital Improvement Plan (CIP). Projects will provide development of appropriate public access to natural areas in those park

lands designated "Resource Activity" and "Resource Conservancy."

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Capital Outlays	\$4,468,231	(\$6,050,335)	\$295,141	\$6,345,476	(104.88%)
Resource	\$4,468,231	(\$6,050,335)	\$295,141	\$6,345,476	(104.88%)



Fund: 309 Parks Construction Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 947 Special Use

Program Description: The Parks Construction Fund is dedicated funding for park acquisition and development and is funded

by Real Estate Excise Taxes (SB4972/HB2929), matching grant contributions and collected Park Mitigation Fees. The proposed projects are defined through the six-year Capital Improvement Plan (CIP). Projects include single-use facilities with specific land/facility and management requirements,

such as a shooting range, off-leash dog areas, and camping areas.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Capital Outlays	\$0	\$164,957	\$50,210	(\$114,747)	(69.56%)
Special Use	\$0	\$164,957	\$50,210	(\$114,747)	(69.56%)



Fund: 309 Parks Construction Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 948 Trails

Program Description: The Parks Construction Fund is dedicated funding for park acquisition and development and is funded

by Real Estate Excise Taxes (SB4972/HB2929), matching grant contributions and collected Park Mitigation Fees. The proposed projects are defined through the six-year Capital Improvement Plan (CIP). They include land acquisition and development to build upon the County's network of regional

multi-purpose trails.

Program Changes: None.

Staffing Resources:

Expediture Class Na	me 2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$54,976	\$0	\$0	\$0	.00%
Personnel Benefits	\$16,101	\$0	\$0	\$0	.00%
Capital Outlays	\$2,952,007	\$1,561,976	\$113,122	(\$1,448,854)	(92.76%)
Trails	\$3,023,084	\$1.561.976	\$113.122	(\$1.448.854)	(92.76%)



Fund: 309 Parks Construction Fund Division: 985 Parks and Recreation - Admin

Department: 09 Parks and Recreation **Program:** 949 Support

Program Description: The Parks Construction Fund is dedicated funding for park acquisition and development and is funded

by Real Estate Excise Taxes (SB4972/HB2929), matching grant contributions and collected Park Mitigation Fees. The proposed projects are defined through the six-year Capital Improvement Plan (CIP). They include spending designated for the capital planning, development, and management of the

entire park system.

<u>Budget Changes:</u> 2.0 FTEs related to Parks Planning have been moved from the Parks and Recreation Department's

general fund programs into the Parks Construction Fund.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Support	3.000	4.000	4.000	6.000	2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$668,944	\$236,295	\$357,249	\$120,954	51.19%
Personnel Benefits	\$159,798	\$48,504	\$80,484	\$31,980	65.93%
Capital Outlays	\$697,924	\$525,000	\$249,932	(\$275,068)	(52.39%)
Interfund Payments for S	\$147,855	\$141,073	\$138,106	(\$2,967)	(2.10%)
Support	\$1,674,521	\$950,872	\$825,771	(\$125,101)	(13.16%)



10 Assessor **Department:**

Dept. Director: Gail Rauch

Financial Consultant: Brian Haseleu

Mission Statement: The mission of the Assessor's Office is to administer a property assessment system that meets

statutory requirements and to serve our customers in a professional manner.

<u>Legislative Authority:</u> RCW 84.26 -- Historic Property

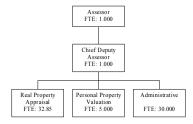
RCW 84.33 -- Timber and Forest Lands

RCW 84.34 -- Open Space, Agricultural and Timber Lands - Current Use Assessment -

Conservation Futures RCW 84.36 -- Exemptions RCW 84.40 -- Listing of Property RCW 84.41 -- Revaluation of Property RCW 84.52 -- Levy of Taxes

RCW 84.70 -- Destroyed Property - Abatement or Refund

Organization Chart:



Service Provided: The Assessor's Office is comprised of one assessment administration program funded through the General Fund which provide the following primary services by division:

Administration - management, personnel support, payroll, budget, policy

Property Records Management - performs land segregation's - maintenance of existing and development of new legal descriptions for real property accounts in Snohomish County for tax purposes. Maintenance of mobile home records. Data entry and sales information (excise) posting functions are also handled through this department, as well as certification of value and verification of signatures for annexations. Also administers levy calculations process - does levy computations for all the taxing districts in Snohomish County.

Exemption Administration - processing and updating of all real property applications for exemptions and current use properties in Snohomish County

Customer Service/Information- internal and external customer service for all customers Real Property Appraisal - Commercial and Residential Appraisal for re-evaluations, new construction and answers to appeals to the local and state boards. Maintenance and mailing of the notices of change of values. Coordination of public meetings.

Assessment Systems Management - provides technical systems administration for the assessment administration software and appraisal software utilized by the office and assessment analysis- also provides technical support and clerical support functions for the appraisal division

Personal Property Appraisal - valuation of all personal property (business equipment) in the

Cartography/GIS - Maintenance of the county Integrated Land Records layer used by all county offices for GIS. Assists in application development and web page maintenance.



Department: 10 Assessor

Dept. Director: Gail Rauch

Financial Consultant: Brian Haseleu

Budget Drivers: Statutory requirements, growth of service area, improvements to customer service and technology

and increased efficiency and effectiveness.

Major Projects: The following major projects or issues are included in this budget.

Reorganization of staff

Annual revaluation plan

Proposed document imaging project

Budget Changes: The Office was reorganized in 2002 to increase efficiencies and reduce costs

The Office will beging work in 2003, to move to an annual revaluation cycle

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	69.000	71.000	67.000	69.850	-1.150
Assessor	69.000	71.000	67.000	69.850	-1.150

Financial Resources - Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Charges For Services	\$29,504	\$28,102	\$26,477	(\$1,625)	(5.78%)
Operating Transfers In	\$140,663	\$46,319	\$49,561	\$3,242	7.00%
Assessor	\$170,167	\$74,421	\$76,038	\$1,617	2.17%

<u>Financial Resources -</u> <u>Expenditure (Class):</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$3,149,030	\$3,340,666	\$3,386,836	\$46,170	1.38%
Personnel Benefits	\$848,615	\$770,311	\$845,595	\$75,284	9.77%
Supplies	\$93,949	\$77,600	\$79,600	\$2,000	2.58%
Other Services And Char	\$145,556	\$159,549	\$189,119	\$29,570	18.53%
Interfund Services	\$0	\$200	\$200	\$0	.00%
Capital Outlays	\$24,986	\$0	\$12,000	\$12,000	100.00%
Interfund Payments for S	\$1,061,605	\$1,119,030	\$1,255,265	\$136,235	12.17%
Assessor	\$5,323,741	\$5,467,356	\$5,768,615	\$301,259	5.51%

<u>Financial Resources -</u> Expenditure (FUND):

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$5,323,741	\$5,467,356	\$5,768,615	\$301,259	5.51%
Assessor	\$5,323,741	\$5,467,356	\$5,768,615	\$301,259	5.51%



Fund: 002 General Fund <u>Division:</u> 010 Assessor

Department: 10 Assessor **Program:** 424 Tax Assements & Evaluat

Program Description:

The Assessor's Office has the 4 primary functions: (1) generating an assessment roll every year; (2) calculating the lawful levies for taxing districts; (3) maintaining assessors maps and (4) exemption administration. These functions can be broken down into 5 areas: (1) discovery and assessment of real and personal property to be assessed for property tax purposes and responding to taxpayer appeals to the county Board of Equalization and State Board of Tax Appeals: (2) levy calculations and certification of assessed values; (3) maintenance of the assessors parcel maps and county parcel layer for GIS (4) administration of exemption and special classification programs; and (5) integrated support functions including land segregations administration, customer service, systems administration, appraisal support functions and sales analysis. The Assessor's office is a single, functional unit. It's activities are integrated in effort and direction to achieve common goals and objectives.

Program Changes:

None.

Budget Changes:

The office was reorganized in 2002 to increase efficiencies and reduce costs.

The Office will begin work in 2003, to move to an annual revaluation cycle

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Tax Assements & Evalua	69.000	71.000	67.000	69.850	-1.150

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$3,149,030	\$3,340,666	\$3,386,836	\$46,170	1.38%
Personnel Benefits	\$848,615	\$770,311	\$845,595	\$75,284	9.77%
Supplies	\$93,949	\$77,600	\$79,600	\$2,000	2.58%
Other Services And Char	\$145,556	\$159,549	\$189,119	\$29,570	18.53%
Interfund Services	\$0	\$200	\$200	\$0	.00%
Capital Outlays	\$24,986	\$0	\$12,000	\$12,000	100.00%
Interfund Payments for S	\$1,061,605	\$1,119,030	\$1,255,265	\$136,235	12.17%
Tax Assements & Evalu	\$5,323,741	\$5,467,356	\$5,768,615	\$301,259	5.51%



11 Auditor **Department:**

Dept. Director: Bob Terwilliger

Financial Consultant: Brian Haseleu

Mission Statement: The mission of the Auditor's Office is to provide service to the customers of Snohomish County

in areas of business, marriage and vehicle licensing, elections and voter registration services, public records and recording services and performance auditing. Each of the five divisions will support and complement the other divisions, so as to continually improve service. Individual employees are encouraged to grow and develop professionally and to achieve personal satisfaction within the workplace. The Auditor's Office will work as a partner with other independently elected county offices and with the County Executive and his appointed officials to achieve the countywide goals, to create a climate that will attract and retain a skilled and diverse workforce, and to promote job growth and economic well-being of all citizens.

Legislative Authority: RCW 26.04 -- Marriages

RCW 29 -- Elections

RCW 36.18.010 -- Auditor's Fees RCW 36.22 -- County Auditor RCW 46 -- Motor Vehicles

RCW 58.17 -- Plats - Subdivisions - Dedications

RCW 60 -- Liens

RCW 61 -- Mortgages, Deeds of Trust, and Real Estate Contracts

RCW 64 -- Real Property and Conveyances

RCW 65 -- Recording, Registration, and Legal Publication

RCW 82 - Use tax on Licensing Transactions

RCW 88 - Vessel Licensing

SCC 2.49 -- Local Voters' Pamphlet

SCC 2.50 -- Code of Ethics

SCC 4.32 -- Fees for Recording Land Surveys

SCC 4.71 -- Auditor's Centennial Document Preservation and Modernization Fund

SCC 4.72 -- Auditor's Operating - Maintenance Fund

SCC 4.73 -- Election Equipment Cumulative Reserve Fund

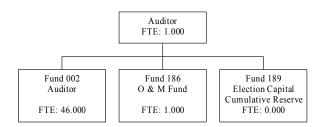
SCC 6 -- Business Licenses and Regulation

SCC 9 -- Animals

SCC 4.25 -- Vehicle License Fee-Local Option

SCC 2.700 -- Division of Performance Auditing

Organization Chart:



Service Provided: The Auditor's Office is comprised of six program areas funded through the General Fund that provide the following primary services.



11 Auditor **Department:**

Dept. Director: Bob Terwilliger

Financial Consultant: Brian Haseleu

Administration - management, payroll, office support for all divisions

Recording - land transactions, public disclosures, other legal document recordings and public

Licensing - licensing of vehicles, vessels, business, marriage, and pets

Elections - special, Presidential primary, regular primary, and general elections, local voters' pamphlet

Voter Registration - voter registration, notification, confirmation

Performance Auditing - performance audits per the Performance Audit Committee; and contract compliance assistance to council mandated audits

- Budget Drivers: 1) Timely recording and indexing of documents which has been defined by legal opinion as "within 24 hours."
 - 2) Continuation of steady volume of transactions in Recording due to population increases and sales of new and existing housing.
 - 3) Business licenses, as per county ordinance, must be issued within 30 days of receipt of
 - 4) Growth in volume of vehicle/vessel license transactions due to steady population growth, lower license tab fees, internet tab renewal, as well as legislation requiring replacement plates.
 - 5) The increasing numbers of registered voters, absentee ballot voters, and thus precincts, and polling places.
 - 6) There are increasing requests from the public to make all of our functions more accessible via the internet.
 - 7) The type and number of audits or special projects completed each year varies depending upon the requests of the public, council mandated audits, and/or requests from the Performance Audit
 - 8) The Licensing Division is supporting a partnership with municipal jurisdictions to create a consistent, uniform pet licensing program. Adoption of regional pet licensing increases public awareness of pet licensing requirements and regulations and makes pet licensing convenient and easy for all county residents. Adoption of this program will increase pet licensing revenues, but to what extent is unknown at this time. Projecting the increase is dependent on multiple jurisdiction participation and the volume of licensed pets within those jurisdictions.
 - 9) Imminent federal mandates to provide ADA compliant voting forces us to reexamine our long term goals and plans for equipment purchases to handle the multiple types of voting options required by law.
 - 10) The Licensing Division has partnered with the Treasurer's Office to increase gambling revenues by initiating pro-active audits and performing timely follow-ups on delinquent accounts.

Major Projects: The following major projects or issues are included in this budget:

- A. The Licensing workload continues to be impacted by internet tab renewal, greater volume of mail requested renewals, and continued participation in gambling tax recovery.
- B. The Licensing Division is proposing one intergovernmental cooperation, and one new technology initiative to enhance customer service, and reduce costs over time: the Regional Pet Licensing project, and the Business License Forms Online project.
- C. Recording has taken a budget reduction by handing back documents to customers instead of mailing back documents.
 - D. Recording will be using O&M Funds to enhance Recording and increase productivity by



Department: 11 Auditor

Dept. Director: Bob Terwilliger

Financial Consultant: Brian Haseleu

adding e-recording and optical character reading components. This will begin in 2002, and continue into 2003.

E. Elections will install ADA compliant polling place voting systems to replace the paper ballot, thereby complying as an early adopter with federal legislation and also substantially saving ballot creation and production costs. This project may begin in 2002, and continue into 2003.

Budget Changes:

The Business License Online Application project is the one request for new technology enhancements from the general fund budget. Both the Recording and Elections system enhancements are noted as decision packages, but funded from dedicated funds #189, and #186.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	49.000	47.000	47.000	47.000	0.000
Auditor's O&M	1.000	1.000	1.000	1.000	0.000
Auditor	50.000	48.000	48,000	48,000	0.000

<u>Financial Resources -</u> Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$39,867	\$176,086	\$136,219	341.68%
Taxes	\$0	\$0	\$0	\$0	.00%
Licenses And Permits	\$182,841	\$182,392	\$187,374	\$4,982	2.73%
Intergovernmental Reven	\$106,544	\$100,000	\$121,275	\$21,275	21.28%
Charges For Services	\$7,039,000	\$6,019,501	\$6,672,856	\$653,355	10.85%
Miscellaneous Revenues	\$53,987	\$27,195	\$12,007	(\$15,188)	(55.85%)
Auditor	\$7,382,372	\$6,368,955	\$7,169,598	\$800,643	12.57%

<u>Financial Resources -</u> Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$40,809	\$22,180	(\$18,629)	(45.65%)
Salaries	\$2,282,288	\$2,402,767	\$2,485,153	\$82,386	3.43%
Personnel Benefits	\$575,740	\$526,037	\$598,924	\$72,887	13.86%
Supplies	\$816,950	\$820,824	\$576,865	(\$243,959)	(29.72%)
Other Services And Char	\$945,881	\$1,025,978	\$1,223,855	\$197,877	19.29%
Interfund Services	\$145,843	\$145,233	\$668,710	\$523,477	360.44%
Capital Outlays	\$41,331	\$160,500	\$80,000	(\$80,500)	(50.16%)
Interfund Payments for S	\$1,138,565	\$994,549	\$1,019,849	\$25,300	2.54%
Auditor	\$5,946,597	\$6,116,697	\$6,675,536	\$558,839	9.14%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$5,632,762	\$5,624,805	\$5,890,075	\$265,270	4.72%
Special Revenue Funds	\$704	\$6,500	\$6,500	\$0	.00%
Auditor's O&M	\$207,128	\$318,892	\$563,961	\$245,069	76.85%
Elections Equipment Cu	\$106,004	\$166,500	\$215,000	\$48,500	29.13%
Auditor	\$5,946,597	\$6,116,697	\$6,675,536	\$558,839	9.14%



Fund: 002 General Fund Division: 100 Auditor

Department: 11 Auditor Program: 410 Administration

Program Description:

The Administration Division of the Auditor's Office oversees and administers all division programs, budgets, personnel matters, purchasing, accounts payable, and accounts receivable. The Administration Division has four full-time staff members: the Auditor, the Chief Deputy Auditor, an Administrative Secretary and an Accounting Technician.

The Auditor and Chief Deputy Auditor represent the Auditor's Office and Snohomish County to public and private sector organizations and constituent groups within the County and throughout the state. They also work closely with the State Legislature and other elected officials to represent the interests of Snohomish County. In addition, members of the Administration Division represent the Auditor's Office on committees that deal with county-wide issues such as Campus Redevelopment, technology, GIS, employee relations, customer service, and safety.

Program Changes:

None.

Budget Changes:

None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	4.000	4.000	4.000	4.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$225,548	\$238,636	\$248,478	\$9,842	4.12%
Personnel Benefits	\$59,922	\$57,274	\$79,620	\$22,346	39.02%
Supplies	\$2,306	\$4,635	\$5,535	\$900	19.42%
Other Services And Char	\$12,528	\$11,950	\$4,948	(\$7,002)	(58.59%)
Interfund Payments for S	\$193,260	\$194,210	\$241,160	\$46,950	24.17%
Administration	\$493,564	\$506,705	\$579,741	\$73,036	14.41%



Fund: 002 General Fund Division: 100 Auditor

Department: 11 Auditor **Program:** 420 Performance Auditor

Program Description: The Division of Performance Auditing is a division within the Auditor's Office that provides

independent evaluations of County operations to improve efficiency, effectiveness and accountability at all operational levels. A Performance Audit Committee, chaired by the Auditor, provides advice to the Division. Audit projects are chosen after consideration of cost and benefit, internal control and other management problems, potential for risk or loss, or citizen concerns. In addition, in 2002 the Council has requested the Performance Auditor be involved with council requested consultant audits as the

contract compliance manager.

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Performance Auditor	3.000	1.000	1.000	1.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$178,890	\$62,641	\$62,640	(\$1)	.00%
Personnel Benefits	\$39,631	\$12,456	\$13,866	\$1,410	11.32%
Supplies	\$2,317	\$1,504	\$2,304	\$800	53.19%
Other Services And Char	\$30,568	\$2,900	\$2,100	(\$800)	(27.59%)
Capital Outlays	\$0	\$500	\$0	(\$500)	(100.00%)
Interfund Payments for S	\$3,600	\$4,972	\$5,817	\$845	17.00%
Performance Auditor	\$255,006	\$84,973	\$86,727	\$1,754	2.06%



Fund: 002 General Fund **Division:** 100 Auditor

Program: 430 Records Services 11 Auditor **Department:**

Program Description:

The Recording Division of the Snohomish County Auditor's Office functions primarily under RCW Titles 36 and 65. There are, however, numerous other related RCWs, WACs and SCCs, which mandate the business functions of the Recording Division.

As a service agency, the Recording Division is dedicated to safeguarding and preserving the history of land ownership in Snohomish County. Over time, the Recording Division has become the 'keeper of the record' for a multitude of document types, including maps, court documents, federal tax liens, marriage records and occasionnally birth, and death records.

Since as early as 1855, the citizens of Snohomish County have entrusted the Auditor and subsequently the Recording Division to provide efficient, accurate and timely servies. These services include preserving documents for later access, certifying copies of recorded instruments and conducting records searches for customers.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Records Services	16.000	16.000	16.000	16.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$595,508	\$639,194	\$630,352	(\$8,842)	(1.38%)
Personnel Benefits	\$161,723	\$162,547	\$179,839	\$17,292	10.64%
Supplies	\$18,352	\$19,011	\$19,011	\$0	.00%
Other Services And Char	\$15,881	\$14,930	\$11,180	(\$3,750)	(25.12%)
Capital Outlays	\$3,860	\$0	\$0	\$0	.00%
Interfund Payments for S	\$366,464	\$299,856	\$283,338	(\$16,518)	(5.51%)
Records Services	\$1,161,788	\$1,135,538	\$1,123,720	(\$11,818)	(1.04%)



002 General Fund **Division:** 100 Auditor Fund:

11 Auditor Program: 481 Licensing **Department:**

Program Description:

The Vehicle License section of the Licensing Division functions under RCW Title 46 and 82 and related WACs. The division processes all transactions relating to vehicle/vessel licensing and titling. issues permits, performs mobile home transactions, and all other related functions in a polite, professional manner. In addition, the Licensing Division monitors, trains, supports, develops, and ensures quality work standards for 19 vehicle license subagents. Vehicle License subagents are independent businesses appointed to perform licensing functions throughout the county. These businesses support the communities in which they are located by employing residents of the area and offering state and county services close to home. This division also trains employees from vehicle and vessel dealerships, financial institutions, title and escrow companies regarding vehicle and vessel titling regulations, and state regulations.

In order to promote and ensure the safety, health and welfare of the citizens of unincorporated Snohomish County, the Business Licensing section of the Licensing Division licenses and regulates certain businesses and animal related functions located in unincorporated Snohomish County. The License wroks closely with Animal Control to resolve animal complaints and issues. The License Division has also partnered with the Treasurer's Office to ensure timely and accurate reporting of gambling taxes.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Licensing	14.000	14.000	14.000	14.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$581,055	\$612,876	\$675,089	\$62,213	10.15%
Personnel Benefits	\$151,986	\$146,805	\$165,034	\$18,229	12.42%
Supplies	\$22,298	\$19,984	\$21,684	\$1,700	8.51%
Other Services And Char	\$9,724	\$34,464	\$35,964	\$1,500	4.35%
Interfund Payments for S	\$128,257	\$127,369	\$151,233	\$23,864	18.74%
Licensing	\$893.321	\$941,498	\$1.049.004	\$107,506	11.42%



<u>Fund:</u> 002 General Fund <u>Division:</u> 120 Election Reserve

Department: 11 Auditor **Program:** 485 Election Services

Program Description: The mission of Election Services is to conduct all elections in an open, honest, fair, and professional

manner and to serve the public and candidates in a way which maintains faith in our election system.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Election Services	5.000	5.000	5.000	5.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$320,336	\$442,894	\$450,884	\$7,990	1.80%
Personnel Benefits	\$71,736	\$60,510	\$61,346	\$836	1.38%
Supplies	\$681,281	\$671,325	\$474,831	(\$196,494)	(29.27%)
Other Services And Char	\$733,770	\$784,194	\$688,033	(\$96,161)	(12.26%)
Interfund Services	\$0	\$0	\$449,385	\$449,385	100.00%
Capital Outlays	\$1,183	\$0	\$0	\$0	.00%
Interfund Payments for S	\$276,262	\$215,568	\$219,191	\$3,623	1.68%
Election Services	\$2,084,568	\$2,174,491	\$2,343,670	\$169,179	7.78%



Fund: 002 General Fund <u>Division:</u> 120 Election Reserve

Department: 11 Auditor **Program:** 486 Voter Registration Servic

Program Description: Voter Registration Services maintains the voter registration files by adding, deleting, transferring, and

editing voter registration records on a daily basis. This division also processes all absentee and ongoing absentee ballots, verifies names on initiative petitions, and provides administrative support to the local

voters pamphlet.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Voter Registration Servic	7.000	7.000	7.000	7.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$325,004	\$353,690	\$358,106	\$4,416	1.25%
Personnel Benefits	\$77,518	\$74,330	\$82,866	\$8,536	11.48%
Supplies	\$90,397	\$101,715	\$50,000	(\$51,715)	(50.84%)
Other Services And Char	\$96,097	\$108,202	\$105,928	(\$2,274)	(2.10%)
Interfund Payments for S	\$155,500	\$143,663	\$110,313	(\$33,350)	(23.21%)
Voter Registration Serv	\$744 516	\$781 600	\$707 213	(\$74.387)	(9.52%)



Fund: 100 Animal Bequest Fund Division: 100 Auditor

Department: 11 Auditor **Program:** 481 Licensing

Program Description: The purpose of the Animal Bequest fund is to provide funding and support for programs, activities,

equipment and/or facilities for the benefit of animals in unincorporated Snohomish County. Resources for this fund shall be from donations, gifts, and bequests by persons, businesses, and organizations. Additional funding may be received from the general fund as a request in the annual budget process.

Program Changes: A regional pet licensing program is being proposed in cooperation with the City of Everett, and other

local jurisdictions. Funding for these changes will be from this fund.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Supplies	\$0	\$2,650	\$3,500	\$850	32.08%
Other Services And Char	\$704	\$3,850	\$3,000	(\$850)	(22.08%)
Licensing	\$704	\$6,500	\$6,500	\$0	.00%



Fund: 186 Auditor's O & M

Division: 130 Auditor O & M

Department: 11 Auditor **Program:** 430 Records Services

Program Description:

The Auditor's O&M "Recording System" fund is the portion of the Auditor's O&M Fund (#186) used to implement the Recording System and maintenance as authorized by RCW 36.18.010 and 36.22.160. Used since 1990, this fund is designed to support the installation and ongoing maintenance of the Auditor's document imaging system. This fund is separate from funds allotted for archival preservation.

In accordance with RCW 36.22.170, the Auditor's O&M "Archival Preservation" fund is the portion of the Auditor's O&M Fund that is alloted for ongoing preservation of historical documents of all county offices and departments.

Archival records are defined as those county records series documents that have historical, artifactual or research value as defined by the Washington State Archives - Local Records Committee Retention Schedules. It is not the purpose of these funds to supplant agencies ongoing record keeping responsibilities. The preservation efforts are geared toward preserving and providing better public access to records of outstanding historical value.

The 'archival records' fund is managed by the Auditor, who designates the amount of archival preservation funding available to the Administrative Technology Committee to present as an available funding source to all departments with historical preservation needs.

Program Changes:

None.

Budget Changes:

During the 2002 Legislative session, an affordable housing bill (HB 2060) passed, increasing document recording fees by \$10.00. In accordance with HB 2060, the auditor may retain up to five percent of these funds collected to administer the collection of these funds. As a result \$.50 per recorded, feebased instrument will be deposited into the Auditor O&M fund (#186).

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Records Services	1.000	1.000	1.000	1.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$55,947	\$52,836	\$59,604	\$6,768	12.81%
Personnel Benefits	\$13,225	\$12,115	\$16,353	\$4,238	34.98%
Other Services And Char	\$46,609	\$65,488	\$372,702	\$307,214	469.11%
Interfund Services	\$80,263	\$82,413	\$84,325	\$1,912	2.32%
Capital Outlays	\$293	\$100,000	\$25,000	(\$75,000)	(75.00%)
Interfund Payments for S	\$10,792	\$6,040	\$5,977	(\$63)	(1.04%)
Records Services	\$207.128	\$318.892	\$563,961	\$245,069	76.85%



Fund: 189 Elections Equip Cumulative Res Division: 140 Election Equipment

Department: 11 Auditor **Program:** 485 Election Services

Program Description: This fund was created in 1991 to generate revenue to support election equipment purchases. The fund

supports itself by charging an overhead charge to conduct elections and for maintaining voter

registration records.

Program Changes: None

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$40,809	\$22,180	(\$18,629)	(45.65%)
Interfund Services	\$0	\$0	\$135,000	\$135,000	100.00%
Capital Outlays	\$20,296	\$15,000	\$55,000	\$40,000	266.67%
Interfund Payments for S	\$4,429	\$2,871	\$2,820	(\$51)	(1.78%)
Election Services	\$24,725	\$58,680	\$215,000	\$156,320	266.39%



12 Finance **Department:**

Dept. Director: Dan Clements

Financial Consultant: Mambo Emedi

Mission Statement: The mission of the Finance Department is to provide stewardship of Snohomish County's

resources, to provide financial expertise and quality information to the staff, citizens, and communities of the County in compliance with legal requirements and policies. Through our diverse activities and duties, we are committed to reach out to County departments and other

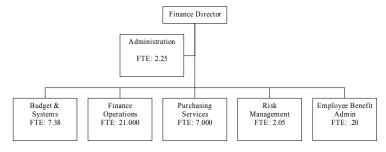
governmental agencies to cooperate in fulfilling their missions.

<u>Legislative Authority:</u> SCC 2.100:

The department has the authority to implement administrative policies and procedures that provide for a comprehensive, orderly basis for program planning, budget development, and fiscal

management and control, to promote more efficient management of public funds.

Organization Chart:



Service Provided: The Finance Department is comprised of five division areas which provide the following primary services:

> Administration - advises the Executive and Council on financial policy issues, develop and implement business process changes, works with outside entities on major capital projects, and provides management and office support for all divisions.

Budget & Systems - provides budget development and analytical services, financial reporting, financial analysis, consultation, and information to management and departmental clients, as well as to the Executive and Council. Designs financial system reports to serve as analytical tools for financial analysis, provides cost of compensation analysis, and administers the countywide financial system.

Financial Operations - provides accounting services, payroll services, and payments to vendors for goods and services. Provides certain of these same services to outside districts.

Purchasing - provides procurement, competitive bidding, contracting, and related services for all county departments.

Risk Management - protects the county against accidental losses, which would significantly affect personnel, property, the budget, or the ability of the county to continue to fulfill its responsibilities.

Budget Drivers:

The following budget drivers are influencing or requiring certain funding levels in this budget:

- * Legislative changes
- * Economic indicators
- * Annexation/incorporation activities



12 Finance **Department:**

Dept. Director: Dan Clements

Financial Consultant: Mambo Emedi

- Major Projects: 1.) Staffing and management support for 800 Megahertz, Public Facilities and Campus Redevelopment Capital Projects.
 - 2.) Retooling County business process so that digital tools are more fully utilized.
 - 3.) Refine and expand the Revenue Audit Project.
 - 4.) Implement Performance Measure System.
 - 5.) Implement GASB 34.
 - 6.) Provide strategies for risk reduction.
 - 7.) County contracts and claims.

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	38.825	37.575	37.775	37.775	0.200
Snohomish County Insur	1.750	2.000	1.900	1.900	-0.100
Employee Benefit Trust	0.300	0.300	0.200	0.200	-0.100
Finance	40.875	39.875	39.875	39.875	0.000

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Charges For Services	\$48,000	\$48,998	\$39,069	(\$9,929)	(20.26%)
Miscellaneous Revenues	\$9,474,284	\$7,747,227	\$8,774,986	\$1,027,759	13.27%
Finance	\$9,522,284	\$7,796,225	\$8,814,055	\$1,017,830	13.06%

Financial Resources -**Expenditure (Class):**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$1,238,394	\$6,993	(\$1,231,401)	(99.44%)
Salaries	\$2,064,395	\$2,199,336	\$2,198,921	(\$415)	(.02%)
Personnel Benefits	\$528,169	\$472,816	\$526,888	\$54,072	11.44%
Supplies	\$40,604	\$56,364	\$37,430	(\$18,934)	(33.59%)
Other Services And Char	\$5,626,831	\$4,966,996	\$7,156,221	\$2,189,225	44.08%
Interfund Services	\$0	\$0	\$0	\$0	.00%
Capital Outlays	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$776,983	\$619,516	\$670,949	\$51,433	8.30%
Finance	\$9,036,982	\$9,553,422	\$10,597,402	\$1.043.980	10.93%

Financial Resources -**Expenditure (FUND):**

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$3,249,465	\$3,230,477	\$3,342,165	\$111,688	3.46%
Snohomish County Insur	\$5,762,458	\$6,291,673	\$7,233,405	\$941,732	14.97%
Employee Benefit Trust	\$25,059	\$31,272	\$21,832	(\$9,440)	(30.19%)
Finance	\$9,036,982	\$9,553,422	\$10,597,402	\$1,043,980	10.93%



Fund: 002 General Fund Division: 200 Budget & Finance Admin

Department: 12 Finance Program: 410 Administration

Program Description: The mission of the Department of Budget and Finance is to provide decision makers with financial tools

in the form of reports, financial analysis, and policy analysis and recommendations. The Finance Department is also responsible for the development and maintenance of budgeting, accounting, auditing and reporting procedures and systems, which provide accurate and timely information to all levels of

county government and to the public.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

2001 2002 4/30/02 2003 Change from **Program Name** Adopted Adopted Actual Adopted '02 Adopted Administration 1.650 1.400 2.400 2.400 1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$117,028	\$91,757	\$160,512	\$68,755	74.93%
Personnel Benefits	\$55,576	\$20,110	\$37,632	\$17,522	87.13%
Supplies	\$33,022	\$43,129	\$24,195	(\$18,934)	(43.90%)
Other Services And Char	\$47,008	\$55,410	\$55,410	\$0	.00%
Capital Outlays	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$270,613	\$251,008	\$286,487	\$35,479	14.13%
Administration	\$523.247	\$461,414	\$564.236	\$102.822	22.28%



Fund: 002 General Fund <u>Division:</u> 220 Financial Operations

Department: 12 Finance **Program:** 425 Finance Operations

Program Description: The Financial Operations Division aims to provide the County with exceptional and responsive

accounting and fiscal processing systems that promotes public accountability and focus on customer service. The division provides technical or specialized financial and fiscal services to the County in all the different facets of accounting. This will include services in financial reporting, payroll, accounts payable, accounts receivable, cash collection, debt service, asset management, and general ledger

maintenance.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Finance Operations	21.000	21.000	21.000	21.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$953,154	\$1,023,989	\$1,038,346	\$14,357	1.40%
Personnel Benefits	\$243,418	\$234,736	\$260,290	\$25,554	10.89%
Other Services And Char	\$16,806	\$19,643	\$11,643	(\$8,000)	(40.73%)
Interfund Payments for S	\$64,133	\$86,298	\$93,754	\$7,456	8.64%
Finance Operations	\$1,277,510	\$1.364.666	\$1,404,033	\$39.367	2.88%



Fund: 002 General Fund Division: 227 Purchasing

Department: 12 Finance **Program:** 840 Purchasing Services

Program Description: The Purchasing Division provides procurement, competitive bidding, contracting, and related services

for all county departments. They work closely with the contractors and suppliers to generate broad interest and participation in fulfilling county requirements for equipment, supplies, services and public

work. They ensure compliance with State and county procurement laws and policies.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Purchasing Services	7.000	7.000	7.000	7.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$314,711	\$334,772	\$329,170	(\$5,602)	(1.67%)
Personnel Benefits	\$81,222	\$78,242	\$89,348	\$11,106	14.19%
Supplies	\$6,795	\$4,235	\$4,235	\$0	.00%
Other Services And Char	\$23,853	\$17,550	\$45,784	\$28,234	160.88%
Interfund Services	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$28,814	\$44,110	\$32,466	(\$11,644)	(26.40%)
Purchasing Services	\$455,395	\$478,909	\$501,003	\$22,094	4.61%



Fund: 002 General Fund Division: 240 Financial Planning Services

Department: 12 Finance **Program:** 423 Budget And Systems Services

Program Description: The Budget and Systems Services division promotes the fiscal health of Snohomish County by

providing the best quality budget services, financial reporting, analysis, consultation, and information to Executive, Council, departmental management and departmental clients as an aid to making sound economic decisions. This division is responsible for the development and maintenance of budget, CIP, annexation, cost of compensation, and financial system tools which provide accurate and timely information to all levels of county government and to the public. The division also maintains multi-year

financial models to highlight and analyze effects of current actions and events.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Budget And Systems Ser	9.175	8.175	7.375	7.375	-0.800

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$516,040	\$572,787	\$497,319	(\$75,468)	(13.18%)
Personnel Benefits	\$116,280	\$108,102	\$107,361	(\$741)	(.69%)
Supplies	\$787	\$2,500	\$2,500	\$0	.00%
Other Services And Char	\$21,881	\$6,028	\$9,300	\$3,272	54.28%
Interfund Payments for S	\$338,325	\$236,071	\$256,413	\$20,342	8.62%
Budget And Systems Se	\$993.313	\$925,488	\$872.893	(\$52,595)	(5.68%)



Fund: 506 Snohomish County Insurance Division: 262 Insurance Claims

Department: 12 Finance **Program:** 471 Administration-General

Program Description: Snohomish County Risk Management's mission is to protect the county against accidental losses, actual

and potential, which, in the aggregate, would significantly affect personnel, property, the budget, or the

ability of the county to continue to fulfill its responsibilities to taxpayers and the public.

Program Changes: None

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration-General	1.750	2.000	1.900	1.900	-0.100

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$1,238,394	\$6,993	(\$1,231,401)	(99.44%)
Salaries	\$142,040	\$149,211	\$154,950	\$5,739	3.85%
Personnel Benefits	\$28,037	\$27,174	\$29,049	\$1,875	6.90%
Supplies	\$0	\$6,500	\$6,500	\$0	.00%
Other Services And Char	\$5,517,284	\$4,868,365	\$7,034,084	\$2,165,719	44.49%
Interfund Payments for S	\$75,098	\$2,029	\$1,829	(\$200)	(9.86%)
Administration-Genera	\$5,762,458	\$6,291,673	\$7,233,405	\$941,732	14.97%



Fund: 508 Employee Benefit Admin - Finance

Department: 12 Finance **Program:** 410 Employee Benefit Admin - Finance

Program Description: This program provides financial support and analysis to County Employee Benefits Trust.

Program Changes: None. **Budget Changes:** None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Employee Benefit Admin	0.300	0.300	0.200	0.200	-0.100

•	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
	Salaries	\$21,422	\$26,820	\$18,624	(\$8,196)	(30.56%)
	Personnel Benefits	\$3,637	\$4,452	\$3,208	(\$1,244)	(27.94%)
	Employee Benefit Admi	\$25,059	\$31,272	\$21.832	(\$9,440)	(30.19%)



13 Human Resources **Department:**

Dept. Director: Bridget Clawson

Financial Consultant: Mary Albert

Mission Statement: Human Resources aims to achieve the mission and vision of Snohomish County by attracting,

developing and retaining peak performing employees. We accomplish our mission by working as a business partner with management and employees of Snohomish County to resolve issues, assist management in designing work structures, comply with varying state, federal and local laws, determine staffing levels, recruit new employees, and recommend employee training, benefit and

reward systems.

Legislative Authority: RCW 41.14 -- Civil Service for Sheriff's Office

RCW 41.26 -- LEOFF Retirement System

RCW 41.56 -- Public Employees' Collective Bargaining

RCW 51 -- Industrial Insurance FLSA -- WAC 296-126 (State)

FLSA -- 1938 - 52 State. 1060 (Federal)

Organization Chart:



Service Provided: Human Resources provides and administers a professional system of human resources management for County employees through the development, communication and reasoned application of policies, rules and procedures and by selection and implementation of programs which improve the effectiveness and efficiency of the County's human resources.

> The department's functional areas include: Employment Services, Training, Classification, Pay Administration, Employee benefits, Employee relations, Labor negotiations, Affirmative Action, Safety, Diversity Programs, Emergency Preparedness, Employee Records and Information, Staff support to human resources boards.

Budget Drivers:

Risk management activities, including effective management of Federal Family Medical Leave Act and Americans with Disabilities Act, have increased every year since 1990. In addition, recruitment, labor contract administration and safety are requiring additional attention due to County growth. The Campus Redevelopment Initiative will likely "stir" issues and challenges in the workforce; many will come to Human Resources as "to do" or a case to manage. 2003 budget reductions will increase workload due to liability associated with layoffs.

Major Projects:

The following major projects or issues are included in this budget.

- Development of a new medical issues management team.
- Implementation of Human Resources Technology Plan.
- Recruitment and hiring for approximately 250 positions.



13 Human Resources **Department:**

Dept. Director: Bridget Clawson

Financial Consultant: Mary Albert

- Consultation on labor relations and employee relations issues (approximately 6,000 service requests per year).
- Maintenance of self-insured status under workers' compensation.
- Management of effective safety and return-to-work programs.
- Developing a management and staff training and development initiative from the ground up.
- Providing leadership through CRI "growing pains".
- Staffing of the County switchboard.
- Compliance with Civil Service and LEOFF Board requirements.
- Management of diversity initiatives designed to attract and retain employees reflective of the cultural diversity of our community.
- Management training on human resources policies.
- Development and presententation of staff training and development.
- Oversight of supervisor training.
- Develop policies and training on policies.
- Respond to reclass requests.
- Practice emergency management program.

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	19.375	21.000	21.000	21.000	0.000
Snohomish County Insur	0.500	0.500		0.000	-0.500
Human Resources	19.875	21.500	21.000	21.000	-0.500

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Charges For Services	\$0	\$0	\$1,376,400	\$1,376,400	100.00%
Miscellaneous Revenues	\$17,280,330	\$19,830,530	\$21,634,679	\$1,804,149	9.10%
Operating Transfers In	\$1,275,937	\$1,361,406	\$1,498,252	\$136,846	10.05%
Human Resources	\$18 556 267	\$21 191 936	\$24 500 331	\$3 317 305	15 65%

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$66,133	\$238,314	\$172,181	260.36%
Salaries	\$984,697	\$1,053,484	\$1,102,430	\$48,946	4.65%
Personnel Benefits	\$244,032	\$252,908	\$270,230	\$17,322	6.85%
Supplies	\$29,020	\$35,554	\$36,154	\$600	1.69%
Other Services And Char	\$19,523,796	\$19,817,604	\$22,823,987	\$3,006,383	15.17%
Interfund Services	\$879,517	\$945,574	\$1,043,636	\$98,062	10.37%
Capital Outlays	\$135	\$0	\$0	\$0	.00%
Interfund Payments for S	\$260,872	\$251,364	\$298,994	\$47,630	18.95%
Human Resources	\$21,922,069	\$22,422,621	\$25,813,745	\$3,391,124	15.12%



Department: 13 Human Resources

<u>Dept. Director:</u> Bridget Clawson

Financial Consultant: Mary Albert

Financial Resources - Expenditure (FUND):

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$1,689,230	\$1,761,761	\$1,931,788	\$170,027	9.65%
Snohomish County Insur	\$390,278	\$408,702	\$411,638	\$2,936	.72%
Employee Benefit Trust	\$19,842,560	\$20,252,158	\$23,470,319	\$3,218,161	15.89%
Human Resources	\$21,922,069	\$22,422,621	\$25.813.745	\$3.391.124	15.12%



Fund: 002 General Fund Division: 300 Human Resources Admin

Department: 13 Human Resources **Program:** 610 Administration

Program Description: The Administration unit of the Human Resources Department provides technical support services to the

management and technical staff of the department. This includes payroll, scheduling and logistics for large projects, training events and labor relations/contract negotiations. This also includes management of diversity initiatives designed to attract and retain employees reflective of the cultural diversity of our

community.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	2.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$146,456	\$150,606	\$156,012	\$5,406	3.59%
Personnel Benefits	\$33,181	\$32,239	\$37,384	\$5,145	15.96%
Supplies	\$3,517	\$9,558	\$9,558	\$0	.00%
Other Services And Char	\$18,933	\$20,635	\$20,533	(\$102)	(.49%)
Interfund Payments for S	\$231,085	\$219,310	\$269,054	\$49,744	22.68%
Administration	\$433,173	\$432.348	\$492.541	\$60,193	13.92%



Fund: 002 General Fund Division: 300 Human Resources Admin

Department: 13 Human Resources **Program:** 625 Emply/Classfica'N/Benefit

Program Description: This program is responsible for consulting with departments on the hiring and promotion of qualified

individuals

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Emply/Classfica'N/Benef	12.875	13.000	13.000	13.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$570,210	\$614,195	\$633,548	\$19,353	3.15%
Personnel Benefits	\$145,464	\$140,389	\$158,002	\$17,613	12.55%
Supplies	\$3,473	\$4,309	\$4,309	\$0	.00%
Other Services And Char	\$16,568	\$17,012	\$17,012	\$0	.00%
Interfund Services	\$74,500	\$74,500	\$79,130	\$4,630	6.21%
Interfund Payments for S	\$2,285	\$8,952	\$8,952	\$0	.00%
Emply/Classfica'N/Ben	\$812,499	\$859,357	\$900,953	\$41,596	4.84%



Fund: 002 General Fund Division: 300 Human Resources Admin

Department: 13 Human Resources **Program:** 640 Empl Relat'Ns/Safety/Trai

Program Description: This program effectively administers all labor contracts and employee relations programs and services

for the 2,900 plus County employees. This includes providing internal consulting services in discipline, terminations, ADA, FMLA and local laws. Also includes management of effective safety and return-to-

work programs.

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Empl Relat'Ns/Safety/Tra	4.500	6.000	6.000	6.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$227,414	\$249,539	\$312,870	\$63,331	25.38%
Personnel Benefits	\$54,224	\$69,780	\$74,844	\$5,064	7.26%
Supplies	\$8,464	\$11,987	\$11,987	\$0	.00%
Other Services And Char	\$144,899	\$129,684	\$132,809	\$3,125	2.41%
Capital Outlays	\$135	\$0	\$0	\$0	.00%
Interfund Payments for S	\$8,421	\$9,066	\$5,784	(\$3,282)	(36.20%)
Empl Relat'Ns/Safety/T	\$443,558	\$470.056	\$538,294	\$68,238	14.52%



Fund: 506 Snohomish County Insurance <u>Division:</u> 360 Safety Program

Department: 13 Human Resources **Program:** 627 Safety

Program Description: This program, under the Snohomish County Insurance Fund, is used to disburse funds collected from

Internal Service revenues to cover expenses incurred by the Human Resources department (housed in

the General Fund) in its administration of the County's Safety program.

Program Changes: None

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Safety	0.500	0.500		0.000	-0.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$40,616	\$39,144	\$0	(\$39,144)	(100.00%)
Personnel Benefits	\$11,163	\$10,500	\$0	(\$10,500)	(100.00%)
Supplies	\$10,880	\$7,700	\$7,700	\$0	.00%
Interfund Services	\$324,713	\$351,358	\$403,938	\$52,580	14.96%
Interfund Payments for S	\$2,906	\$0	\$0	\$0	.00%
Safety	\$390,278	\$408,702	\$411.638	\$2,936	.72%



Fund: 508 Employee Benefit Trust

Department: 13 Human Resources **Program:** 730 Health Insurance Services

Program Description: The mission of the Employee Benefit Trust is to develop and administer cost-effective health-related

programs and services which benefit all County employees and will result in the maintenance of a

healthy and productive work force.

Program Changes: None

<u>Budget Changes:</u> The increase in expenditures and interfund revenues reflect the increasing cost of health insurance.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$66,133	\$132,542	\$66,409	100.42%
Supplies	\$2,687	\$2,000	\$2,600	\$600	30.00%
Other Services And Char	\$18,967,988	\$19,197,373	\$22,278,333	\$3,080,960	16.05%
Interfund Services	\$480,304	\$519,716	\$560,568	\$40,852	7.86%
Interfund Payments for S	\$16,174	\$14,036	\$15,204	\$1,168	8.32%
Health Insurance Servi	\$19,467,153	\$19,799,258	\$22,989,247	\$3,189,989	16.11%



Fund: 508 LEOFF I <u>Division:</u> 370 Employee Benefit Trust

Department: 13 Human Resources **Program:** 740 LEOFF I

Program Description: The purpose of this program within the Employee Benefit Trust Fund 508 is to track fiscal activity for

benefit and claims costs and related revenues for LEOFF I participants.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	FundBalance/AvailableR	\$0	\$0	\$105,772	\$105,772	100.00%
	Other Services And Char	\$375,408	\$452,900	\$375,300	(\$77,600)	(17.13%)
	LEOFF I	\$375,408	\$452,900	\$481,072	\$28,172	6.22%



Department: 14 Information Services

Dept. Director: Bob von Wolffradt

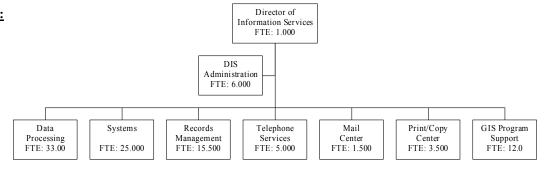
Financial Consultant: Mary Albert

Mission Statement: The mission of the Department of Information Services is to deliver quality business services that

empower and support our customers in the accomplishment of their missions.

Legislative Authority: Snohomish County Code 2.350

Organization Chart:



Service Provided:

The Department of Information Services provides information processing services through several programs.

The Data Processing program provides three main functions: Technical Systems Support, Applications Support, and Project Office activities.

The function of the Office Automation program is to assist departments in making the best possible use of office automation technologies. The program provides support, maintenance, and operational services for three technology assets including network infrastructure, workstation, and office automation application structures managed by the Department of Information Services.

The GIS Division continues to help client agencies and departments utilize GIS data and tools for the continued effective use of the Countywide GIS. The Division also provides guidance and suggestions for future use of GIS. GIS continues as an important service provider helping the County respond to the Endangered Species Act (ESA) listing of Chinook Salmon.

The function of Records Management & Micrographic Services is to develop and administer record retention schedules, and operate and manage the County's records center and micrographic services in accordance with state statutes and standards.

The function of the Print/Copy Center is to manage and administer the County's printing and photocopying services with County staff on County equipment, and coordinating services of print vendors.

The Mail Center division provides mail services to County departments for incoming, outgoing, and interoffice mail.

The function of the Telephone Services Division is to manage the County's telecommunications systems, network and wiring plant, and to design functional systems that meet client needs.



14 Information Services **Department:**

Dept. Director: Bob von Wolffradt

Financial Consultant: Mary Albert

Infrastructure replacement is the planned investment in maintaining existing asset structures strategic to County information systems. These assets consist of hardware, operating software, and certain applications programs that create the core of our technology base.

The following budget drivers are influencing or requiring certain funding levels: **Budget Drivers:**

> County "Budget Goals for 2003" and the "Vision for Countywide Technology Planning and Processes" include emphasis on using technology components to a higher degree in our business operations. In reaching these goals and objectives, Information Services anticipates increased demands to improve our public access (Internet), establish imaging infrastructure for key document sets, and strive to better integrate existing systems and data to improve efficiencies. This increase in demand is expected to require additional staff resources in application development, systems and network engineering, security and compliance, telecommunications, and overall financial management of projects and operating costs.

This increased emphasis on technology solutions to business needs does not diminish the need to maintain and support existing systems. The Data Processing, Office Automation, and GIS programs continue to experience increased quantity and complexity in help desk calls, PC and network device counts, upgrade activity, and network administration duties. Strategic applications are increasing in complexity as object oriented tools allow advanced operations in a variety of settings that require machine configuration, tuning, and problem resolution, and impact the network infrastructure with increased data traffic and storage requirements. All of this activity is driving replacement/enhancement efforts just to maintain existing performance and capacity levels.

Records Management, Print and Copy Center, and Mail Services continue to experience increased volumes as departmental growth creates demands for additional resources. In 2003 we anticipate significant efforts by Records Management to establish the base infrastructure for imaging and document management as key document sets are made available digitally.

Campus redevelopment initiatives are directly impacting resources in all areas of Information Services. The efforts include facility technology design, estimating and planning efforts for the new Jail, Records Center, and Administrative buildings, in addition to temporary relocation of County work groups and technology infrastructure effected by construction activities.

Major Projects: Major projects for 2003 that have been identified by function technology committees fall in the following major categories: Imaging and Electronic Document Management, Public Access/E-Commerce (Economic Stimulus Resolution), Justice Integration Layer Development, Enterprise Wireless Projects, Prosecutor Case Control System Re-write, GIS Layer Conversions and Analysis, HR Applicant Tracking, Time & Attendance, and numerous small and intermediate projects.

> Additionally, infrastructure replacement projects targeting components of our application, network, workstation, and data/facility structures are planned.

Budget Changes:

Information Services' 2003 decision packages include multi-year funding for Enterprise Wireless Pilots (\$315k), a Corrections information systems study (\$100k), a Records Storage and Data Center for the new county buildings (\$750k), countywide workstation asset replacement of 25%



Department: 14 Information Services

Dept. Director: Bob von Wolffradt

Financial Consultant: Mary Albert

(\$1.3 million), and Public Access/E-Commerce projects (\$767k). A one-time operating transfer decision package is included to move \$1.4 million from 505 fund balance to 315 capital projects.

5.0 FTEs have been added for internet project coordination, to support L&J departments' network and systems requirements, and to support County wireless projects.

Information Services rates have shift from fee-based funding due to a new rate structure that establishes a basic information services distribution and limits per device or user fees to direct vendor costs only.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Information Services	86.500	97.500	95.500	102.500	5.000
Information Services	86.500	97.500	95.500	102.500	5.000

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$3,000,164	\$2,352,758	(\$647,406)	(21.58%)
Charges For Services	\$16,059,980	\$13,617,168	\$15,367,596	\$1,750,428	12.85%
Miscellaneous Revenues	\$1,046,317	\$327,630	\$390,317	\$62,687	19.13%
Non-Revenues	\$0	(\$1,898,904)	\$0	\$1,898,904	(100.00%)
Operating Transfers In	\$4,688,078	\$1,625,919	\$3,044,850	\$1,418,931	87.27%
Information Services	\$21,794,374	\$16,671,977	\$21,155,521	\$4,483,544	26.89%

<u>Financial Resources -</u> <u>Expenditure (Class):</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$14,006	\$0	(\$14,006)	(100.00%)
Salaries	\$3,944,922	\$5,224,753	\$5,898,496	\$673,743	12.90%
Personnel Benefits	\$985,168	\$1,133,388	\$1,384,896	\$251,508	22.19%
Supplies	\$2,049,719	\$2,224,687	\$2,348,603	\$123,916	5.57%
Other Services And Char	\$7,744,153	\$4,357,999	\$4,535,655	\$177,656	4.08%
Interfund Services	\$232,704	\$1,033,862	\$3,105,753	\$2,071,891	200.40%
Capital Outlays	\$1,858,826	\$3,422,880	\$3,196,486	(\$226,394)	(6.61%)
Debt Service: Principal	\$298,200	(\$1,572,106)	\$0	\$1,572,106	(100.00%)
Debt Service: Interest &	\$274,932	\$148,278	\$0	(\$148,278)	(100.00%)
Interfund Payments for S	\$666,382	\$684,230	\$685,632	\$1,402	.20%
Information Services	\$18,055,007	\$16,671,977	\$21,155,521	\$4,483,544	26.89%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Data Processing Capital	\$6,667,893	\$1,903,560	\$3,315,981	\$1,412,421	74.20%
Information Services	\$11,387,114	\$14,768,417	\$17,839,540	\$3,071,123	20.80%
Information Services	\$18,055,007	\$16.671.977	\$21.155.521	\$4,483,544	26.89%



Fund: 315 Data Processing Capital Division: 417 Infrastructure Replacement

Department: 14 Information Services Program: 418 Infrastructure Replacement

Program Description:

Infrastructure replacement is the planned investment in maintaining existing asset structures strategic to County information systems. These assets consist of hardware, operating software, and certain applications programs that create the core of our technology base. A methodology which estimates the replacement valuation of these assets is used to project average annual investments that are targeted to maintain operational capacity and help ensure consistent performance of critical components. Examples include desktop PCs, shared network equipment, application and network servers, telephone switch systems, disk storage systems, etc.

Program Changes:

Three decision packages have been submitted related to allocation of infrastructure replacement investments including: (1) A request for an enhancement to replacement funds for 25% replacement of all Workstation Assets each year using DIS 505 fund balance; (2) request to establish a Data Center/Facilities Replacement allocation of prior-year interest earnings to support replacement of records storage systems in conjunction with the construction of the new records center and transfer of a portion of base infrastructure replacement funds to a multi-year data center replacement reserve; and (3) a request to transfer portions of the infrastructure replacement funds included in the base budget to the various replacement project categories.

Additionally, several decision packages have been submitted that establish or re-allocate applications project funding consistent with technology plans for Enterprise Wireless Projects (Sheriff and Administrative), Public Access/E-Commerce Projects, HR Tracking, Corrections Systems Study, and Research and Development projects.

Budget Changes:

Total recommended increase to multi-year appropriations for 2003 capital projects is recommended to be \$1.7 million. Proposed revenues to cover the increase are \$1.4 million in transfers of available 505 fund balance and \$350,000 of prior-year interest earnings from 315 fund balance.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Capital Outlays	\$1,366,499	\$1,295,970	\$1,792,786	\$496,816	38.34%
Interfund Payments for S	\$19,535	\$39,824	\$40,317	\$493	1.24%
Infrastructure Renlace	\$1,386,034	\$1,335,794	\$1.833,103	\$497,309	37.23%



Fund: 505 Information Services <u>Division:</u> 400 Data Processing

Department: 14 Information Services Program: 880 Data Processing

Program Description:

The Data Processing program provides three main functions: Technical Systems Support, Applications Support, and Project Office activities. Technical Systems Support provides clients with technical resources for engineering, database administration, system management, operations, and help-desk-related support services to meet information processing requirements. Applications Support assists client departments with their missions by providing and maintaining innovative and cost effective information processing solutions. The Project Office assists departments and internal DIS work groups with project management, contract management, technology coordination, and standards development. The three core functions work in conjunction with other DIS programs and with departmental technology resources to manage enterprise technology assets including application structures, database structures, network infrastructure, and workstation assets managed by the Department of Information Services.

Program Changes:

During 2002, the County began several major efforts. First, with the change to digital imaging of documents, the County began implementation of the move to paperless technology. This was first put into action in Juvenile, and then the Clerk's Office. In 2003, additional departments with information that may integrate with the Clerk's data may be added.

The Project Office helped develop three technology committees, one in each County business functional area: Law and Justice, Land, and Administration. The committees have been guided toward a consistent design that helps empower them to advise on issues of policy, direction, and project priority. In 2003, the established committees will respond to the continuing opportunites presented by rapidly changing technology to help meet citizen needs.

Technology design initatives associated with campus and facility redevelopment will increase in 2003, consistent with goals to better utilize automated solutions to serve our customers. Recent economic stimulus legislation will continue to encourage prioritization of projects identified by the May 2002 Internet study to make use of Internet technology to access and process information across departments and with the public.

Budget Changes:

Data Processing program expenditures have increased almost \$200,000 in 2003 (excluding one-time transfers and project expenses in 2002). Increases are related to adjustment to salaries, benefits, repair and maintenance expenses associated with current operating requirements.

Decision packages for 2003 include expanded efforts in wireless connectivity to County law enforcement, and administrative applications delivering real-time access to operational data by field personnel. An additional 1.0 FTE will provide systems administration and advanced forms programming for the wireless environment.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Data Processing	31.000	33.000	32.000	33.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,759,382	\$2,137,557	\$2,264,834	\$127,277	5.95%
Personnel Benefits	\$443,842	\$442,036	\$500,965	\$58,929	13.33%
Supplies	\$143,802	\$150,000	\$149,999	(\$1)	.00%
Other Services And Char	\$1,104,727	\$1,587,200	\$1,581,900	(\$5,300)	(.33%)
Interfund Services	\$42,329	\$886,430	\$3,000	(\$883,430)	(99.66%)



<u>Fund:</u> 505 Information Services <u>Division:</u> 400 Data Processing

Department: 14 Information Services **Program:** 880 Data Processing

Data Processing	\$3,758,067	\$5,585,009	\$4,882,190	(\$702,819)	(12.58%)
Interfund Payments for S	\$166,128	\$203,786	\$203,492	(\$294)	(.14%)
Capital Outlays	\$97,856	\$178,000	\$178,000	\$0	.00%



Fund: 505 Information Services Division: 405 Administrative Services

Department: 14 Information Services Program: 882 Adminstrative Services

Program Description:

This unit provides policy direction, administrative and management support to the various operating divisions of the Information Services Department including Data Processing, Office Automation, Records Management, Print Shop and Mail Center, Telephone Services, and Geographic Information Systems. Administrative Services provides these divisions with financial management, accounting, personnel administration, record keeping, and related support services. This unit consists of seven FTEs: The director and six administrative staff, including the Deputy Director and Administrative Services Manager.

Program Changes: Moved all advertising dollars from other DIS divisions to Administrative Services.

Budget Changes: For 2003, the Administrative Services manager position has been moved to this program from Telecommunications, and a position was reclassified to Deputy Director in February, 2002. 2003 regular salaries and benefits have increased to accommodate these two positions, and also includes the Fiscal Resource Analyst that was approved with the 2002 Budget. Advertising dollars by \$19,250, to

\$20,000, to consolidate all DIS division advertising expenditures in one program.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Adminstrative Services	4.000	5.000	7.000	7.000	2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$14,006	\$0	(\$14,006)	(100.00%)
Salaries	\$124,453	\$293,173	\$501,939	\$208,766	71.21%
Personnel Benefits	\$33,725	\$59,332	\$98,104	\$38,772	65.35%
Supplies	\$6,104	\$8,641	\$8,800	\$159	1.84%
Other Services And Char	\$6,144	\$13,900	\$158,070	\$144,170	1037.19%
Interfund Services	\$85,239	\$0	\$2,959,850	\$2,959,850	100.00%
Capital Outlays	\$0	\$12,000	\$15,000	\$3,000	25.00%
Interfund Payments for S	\$40,044	\$42,517	\$25,422	(\$17,095)	(40.21%)
Adminstrative Services	\$295,708	\$443,569	\$3,767.185	\$3,323,616	749.29%



Fund: 505 Information Services Division: 420 Records Management

Department: 14 Information Services Program: 890 Records Mgt & Micrographic

Program Description: The function of Records Management & Micrographic Services is to develop and administer record

retention schedules, and operate and manage the County's records center and micrographic services in

accordance with State statutes and standards.

Program Changes: None

<u>Budget Changes:</u> Five new Records Support/Imaging Technician positions were added to implement document imaging

in 2002. These positions were to be hired in the second half of 2002, but to be employed the full year

2003.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Records Mgt & Microgra	10.500	15.500	15.500	15.500	0.000

Financial Resources -Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$305,094	\$428,138	\$502,359	\$74,221	17.34%
Personnel Benefits	\$95,899	\$127,255	\$166,630	\$39,375	30.94%
Supplies	\$40,233	\$68,246	\$68,246	\$0	.00%
Other Services And Char	\$177,774	\$207,642	\$226,217	\$18,575	8.95%
Interfund Services	\$0	\$0	\$30,229	\$30,229	100.00%
Capital Outlays	\$6	\$13,550	\$13,500	(\$50)	(.37%)
Interfund Payments for S	\$32,505	\$54,764	\$44,572	(\$10,192)	(18.61%)
Records Mgt & Microg	\$651,510	\$899,595	\$1,051,753	\$152,158	16.91%



<u>Fund:</u> 505 Information Services <u>**Division:**</u> 430 Mail Center

Department: 14 Information Services **Program:** 860 Mail Center

Program Description: The function of the Mail Center division is to provide mail services to County departments for

incoming, outgoing, and interoffice mail.

Program Changes: None

Budget Changes: The has been increased for Items Purchased for Resale by \$50,000 due to US Postal Service scheduled

increases.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Mail Center	1.500	1.500	1.500	1.500	0.000

Financial Resources -Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$41,593	\$48,061	\$45,509	(\$2,552)	(5.31%)
Personnel Benefits	\$13,378	\$14,895	\$20,366	\$5,471	36.73%
Supplies	\$496,304	\$483,400	\$533,400	\$50,000	10.34%
Other Services And Char	\$5,030	\$6,250	\$7,800	\$1,550	24.80%
Capital Outlays	\$3,217	\$2,650	\$0	(\$2,650)	(100.00%)
Interfund Payments for S	\$9,787	\$23,095	\$34,393	\$11,298	48.92%
Mail Center	\$569,309	\$578,351	\$641,468	\$63,117	10.91%



Fund: 505 Information Services Division: 440 GIS Program Management

Department: 14 Information Services **Program:** 881 Geographic Info Programs

Program Description:

The GIS Program Management designs, manages, coordinates, and supports the operation of a Countywide Geographic Information System (GIS). This encompasses help desk support, informal training, database management, application development, digital data distribution, plus standard and custom map products, plus participation and support of the Land Technology Committee.

Program Changes:

The ongoing GIS operational services are expected to continue with renewed concentration. Development of the high-accuracy parcel layer (GIS Phase III (a)) is complete. Three staff positions for the ongoing maintenance of high accuracy parcel layers were approved in the Assessor's office in the 2002 budget. In 2003, GIS Technicians will be assigned to conversion of additional high priority GIS data sets.

The Hydrography data layer realignment to the 1998 orthophotographs should be finished in third quarter of 2002. The Land Technology Committee has recommended long-term maintenance, staffing, and funding of the Hydrography data set.

Street Centerlines data conversion project, which is one of the Land Technology priority projects, is scheduled to start in 2002. Upon approval of the project requirements, conversion will be undertaken in the GIS Division. The Land Technology Committee has recommended long-term maintenance, staffing and funding of the Street Centerlines data set.

2003 is the second year of a three-year appropriation cycle to purchase orthophotography. Purchase is anticipated in partnership with other organizations in order to maximize cost savings. These aerial photos are an important data source for converting and maintaining GIS data sets for County business, as well as for complex GIS analysis.

During 2003, the County will continue a process of developing short-term and long-term work plans. This work continues to be reviewed and endorsed by the Land Technology Committee.

Budget Changes:

The GIS bond payment will be paid directly by SWM, Roads, PDS, and the general fund/non-departmental in 2003, instead of paid by DIS and then passed through to the affected departments in GIS rates. This change accounts for most of the budget decrease in this program.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Geographic Info Program	14.000	14.000	12.000	12.000	-2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$478,050	\$699,490	\$719,637	\$20,147	2.88%
Personnel Benefits	\$113,730	\$149,356	\$161,475	\$12,119	8.11%
Supplies	\$4,258	\$50,000	\$20,000	(\$30,000)	(60.00%)
Other Services And Char	\$104,750	\$175,000	\$192,000	\$17,000	9.71%
Interfund Services	\$52,704	\$92,500	\$0	(\$92,500)	(100.00%)
Capital Outlays	\$206,865	\$185,450	\$169,000	(\$16,450)	(8.87%)
Debt Service: Principal	\$298,200	\$326,600	\$0	(\$326,600)	(100.00%)
Debt Service: Interest &	\$147,691	\$148,278	\$0	(\$148,278)	(100.00%)
Interfund Payments for S	\$225,905	\$72,928	\$50,711	(\$22,217)	(30.46%)
Geographic Info Progra	\$1,632,154	\$1,899,602	\$1,312,823	(\$586,779)	(30.89%)



Fund: 505 Information Services <u>Division:</u> 450 Print/Copy Center

Department: 14 Information Services **Program:** 870 Printing & Duplication

Program Description: The function of the Print/Copy Center is to manage and administer the County's printing and

photocopying services with services provided directly by County staff on County equipment, and

coordinate services of outside print vendors.

Program Changes: None

<u>Budget Changes:</u> Advertising dollars were moved to Administrative Services. Rentals increased due to replacement lease

for Xerox 5750 color copier.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Printing & Duplication	3.500	3.500	3.500	3.500	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$137,613	\$147,086	\$152,215	\$5,129	3.49%
Personnel Benefits	\$39,411	\$37,146	\$41,357	\$4,211	11.34%
Supplies	\$141,444	\$162,900	\$162,900	\$0	.00%
Other Services And Char	\$44,308	\$54,875	\$59,975	\$5,100	9.29%
Capital Outlays	\$5,036	\$11,800	\$0	(\$11,800)	(100.00%)
Interfund Payments for S	\$22,233	\$43,394	\$54,996	\$11,602	26.74%
Printing & Duplication	\$390,045	\$457,201	\$471,443	\$14,242	3.12%



Fund: 505 Information Services Division: 460 Office Automation

Department: 14 Information Services Program: 888 Office Automation

Program Description:

The function of the Office Automation program is to assist departments in making the best possible use of office automation technologies. The program provides support, maintenance, and operational services for three technology assets including network infrastructure, workstation, and office automation application structures managed by the Department of Information Services.

Core service philosophies for supporting network infrastructure include provisions to provide secure, reliable, and low cost local and wide-area connectivity, delivering network products and services to meet typical user needs, and to manage the infrastructure for long-term high performance of application structures. The workstation assets are managed to consistently support user needs and meet growing demand. The program assists departments in establishing configuration rules and standards to maintain the integrity of the workstation and help control the cost of ownership.

Network infrastructure, workstation assets, and office automation application structures combine to provide a strong architecture for strategic applications, and a productivity base for County employees. Enterprise applications managed by the program include network authentication, transport, security, file and print services; the delivery of standard office automation tools including word processing, spreadsheet, database, e-mail, calendar, graphics; and access to other state and local agencies and the Internet. Each of these assets are managed and supported to consistently support users needs and meet growing demands through evolving departmental configuration rules, standards, and administrative practices.

Program Changes:

Routine expansion of network-based services to meet increased use of technology including servers, workstations, printers, and network equipment require like adjustments and operating expenditures. New Internet and web based structures are being incorporated with higher levels of security and authentication control.

Budget Changes:

The budget for Office Automation has increased by approximately \$350,000 related to direct vendor costs for software licenses, hardware maintenance, and support on existing network and office automation asset structures.

6.0 FTEs have been added for internet project coordination, to support L&J departments' network and systems requirements (Sheriff, District Court, and Human Services), and to support County wireless projects.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Office Automation	17.000	19.000	19.000	25.000	6.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$864,514	\$1,131,211	\$1,437,466	\$306,255	27.07%
Personnel Benefits	\$196,181	\$231,424	\$329,242	\$97,818	42.27%
Supplies	\$63,393	\$85,000	\$97,300	\$12,300	14.47%
Other Services And Char	\$1,008,375	\$1,081,200	\$1,376,400	\$295,200	27.30%
Interfund Services	\$0	\$17,500	\$60,000	\$42,500	242.86%
Capital Outlays	\$75,970	\$136,000	\$138,000	\$2,000	1.47%
Interfund Payments for S	\$110,160	\$115,224	\$112,367	(\$2,857)	(2.48%)
Office Automation	\$2,318,593	\$2,797,559	\$3,550,775	\$753.216	26.92%



Fund: 505 Information Services Division: 470 Telephone Services

Department: 14 Information Services Program: 861 Telephone

Program Description:

The function of the Telephone Services Division is to manage the County's telecommunications systems, network and wiring plant, and to design functional systems that meet client needs. Programs provide coordination of all move, add, change, and monthly transport charges for the core telecommunications structures.

Current major inventories include 17 PBX sites across County operated facilities supporting phone, fax, data, and integrated voice response systems.

Program Changes:

In 2002, a new PBX and network site was added to support temporary relocation of several departments during facility construction activity. Service consolidation continues with a transition to new higher performance circuits and private fiber-optic cable between urban office buildings. The program also implemented base wireless services with incremental expansion planned in 2003.

Substantial impacts to the programs workloads are associated with campus redevelopment initiatives. Extensive design and planning efforts are underway for the new facilities including construction of temporary facilities to bypass construction areas and to relocate work groups that are impacted by development plans.

Budget Changes:

The Administrative Services Manager FTE has been moved to the Administrative Services program. Also projected is an increase of \$90k for the purchase of items for resale (activation and air-time charges, related mainly to wireless implementation).

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Telephone	5.000	6.000	5.000	5.000	-1.000

<u>Financial Resources -</u> Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$234,223	\$340,037	\$274,537	(\$65,500)	(19.26%)
Personnel Benefits	\$49,001	\$71,944	\$66,757	(\$5,187)	(7.21%)
Supplies	\$1,154,182	\$1,216,500	\$1,307,958	\$91,458	7.52%
Other Services And Char	\$156,450	\$163,700	\$207,045	\$43,345	26.48%
Interfund Services	\$41,520	\$37,432	\$52,674	\$15,242	40.72%
Capital Outlays	\$103,377	\$195,850	\$140,200	(\$55,650)	(28.41%)
Interfund Payments for S	\$32,975	\$82,068	\$112,732	\$30,664	37.36%
Telephone	\$1,771,728	\$2,107,531	\$2.161.903	\$54.372	2.58%



16 Nondepartmental **Department:**

Dept. Director: Dan Clements

Financial Consultant: Roger Neumaier

Mission Statement: The Nondepartmental Program exists to account for expenditures which serve multiple

departments.

Refer to Program Descriptions

Legislative Authority: Legislative Authorization for this program's expenditures comes from the programs which it

serves. Under the auspices of the County Council Approved Budget.

Refer to Program Descriptions

Organization Chart:

Service Provided: The Nondepartmental budgets proved for performance of work or expenditure of funds that cross departmental programs. For example, payment of general items which benefit the county as a whole and do not fit directly within a service program of any specific department or organization are budgeted within the Nondepartmental organization. Most organizations with the interdepartmental agency are administered on behalf of the County Executive by the Department of Budget & Finance.

Refer to Program Descriptions

Budget Drivers:

Major Projects:

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	0.000	0.000		6.000	6.000
Emergency Services Com	2.000	2.000	2.000	2.000	0.000
Capital Projects	0.000	0.000		0.000	0.000
Nondepartmental	2,000	2.000	2.000	8.000	6.000



Department: 16 Nondepartmental

Dept. Director: Dan Clements

Financial Consultant: Roger Neumaier

Financial Resources - Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$10,984,273	\$12,324,151	\$1,339,878	12.20%
Taxes	\$99,401,233	\$102,502,027	\$106,417,743	\$3,915,716	3.82%
Licenses And Permits	\$1,854,658	\$1,744,746	\$1,779,641	\$34,895	2.00%
Intergovernmental Reven	\$8,177,259	\$7,545,066	\$7,420,647	(\$124,419)	(1.65%)
Charges For Services	\$3,998,530	\$4,647,287	\$4,413,454	(\$233,833)	(5.03%)
Miscellaneous Revenues	\$268,371	\$5,071,253	\$3,018,911	(\$2,052,342)	(40.47%)
Operating Transfers In	\$0	\$1,224,110	\$190	(\$1,223,920)	(99.98%)
Nondenartmental	\$113,700,050	\$133,718,762	\$135,374,737	\$1,655,975	1.24%

Financial Resources - Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$1,136,981	\$0	(\$1,136,981)	(100.00%)
Salaries	\$472,218	\$1,387,913	\$1,356,309	(\$31,604)	(2.28%)
Personnel Benefits	\$24,751	\$23,512	\$26,715	\$3,203	13.62%
Supplies	\$710	\$1,000	\$1,000	\$0	.00%
Other Services And Char	\$3,892,320	\$14,146,925	\$11,076,785	(\$3,070,140)	(21.70%)
Interfund Services	\$22,099,465	\$21,857,482	\$20,530,792	(\$1,326,690)	(6.07%)
Capital Outlays	\$1,922,620	\$0	\$200,000	\$200,000	100.00%
Debt Service: Principal	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$845,718	\$383,622	\$41,003	(\$342,619)	(89.31%)
Nondepartmental	\$29,257,801	\$38,937,435	\$33,232,604	(\$5,704,831)	(14.65%)

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$14,438,244	\$17,731,807	\$12,678,633	(\$5,053,174)	(28.50%)
Revenue Stabilization Fu	\$0	\$869,904	\$0	(\$869,904)	(100.00%)
Grant Control	\$0	\$5,370,000	\$3,000,000	(\$2,370,000)	(44.13%)
Emergency Services Com	\$4,048,327	\$3,122,136	\$4,572,933	\$1,450,797	46.47%
Real Estate Excise Tax F	\$10,771,230	\$11,343,588	\$12,981,038	\$1,637,450	14.44%
Community Development	\$0	\$500,000	\$0	(\$500,000)	(100.00%)
Nondepartmental	\$29,257,801	\$38,937,435	\$33,232,604	(\$5,704,831)	(14.65%)



Fund: 002 General Fund Division: 657 Nondepartmental

Department: 16 Nondepartmental **Program:** 200 Public Health

Program Description: This program is for the yearly, ongoing support from Snohomish County to the Health District. It

covers the County contribution and the Tuberculosis Control program that Counties are mandated to

provide.

Program Changes: Funding to the Snohomish County Health District was reduced by \$300,000.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Interfund Services	\$3,131,924	\$3,354,995	\$3,054,995	(\$300,000)	(8.94%)
Public Health	\$3,131,924	\$3,354,995	\$3,054,995	(\$300,000)	(8.94%)



Fund: 002 General Fund Division: 657 Nondepartmental

Department: 16 Nondepartmental **Program:** 990 Miscellaneous

Program Description: Nondepartmental includes a variety of Countywide expenditures (as opposed to departmental or

program specific costs).

Program Changes: None

Budget Changes: The 2003 budget reduced debt service from General Fund nondepartmental. For 2003, approximately

\$1.9 million formerly funded from the General fund will be funded from Real Estate Excise Tax.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Miscellaneous	0.000	0.000		6.000	6.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$72,689	\$0	(\$72,689)	(100.00%)
Salaries	\$367,727	\$1,278,014	\$1,243,453	(\$34,561)	(2.70%)
Personnel Benefits	\$36	\$0	\$0	\$0	.00%
Other Services And Char	\$1,921,882	\$6,390,066	\$3,884,946	(\$2,505,120)	(39.20%)
Interfund Services	\$8,196,311	\$6,288,995	\$4,494,759	(\$1,794,236)	(28.53%)
Debt Service: Principal	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$820,364	\$347,048	\$480	(\$346,568)	(99.86%)
Miscellaneous	\$11,306,320	\$14.376.812	\$9,623,638	(\$4,753,174)	(33.06%)



Fund: 130 Grant Control Division: 653 Pending Grants

Department: 16 Nondepartmental Program: 460 Grant Administration

Program Description: The Pending Grants budget represents estimated, multi-year grant carryover amounts or grant funding

which is anticipated but not yet awarded. When actual project allocations are approved and contracts

executed, the award amount is transferred to a specific program fund.

The Pending Grants budget is not utilized for actual receipts or expenditures. It is used only as a tool to

provide a quick and simple means of budgeting pre-approved grant programs.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$0	\$5,370,000	\$3,000,000	(\$2,370,000)	(44.13%)
Grant Administration	\$0	\$5,370,000	\$3,000,000	(\$2,370,000)	(44.13%)



Fund: 156 Emerg Svcs Communication Sys Division: 655 Emergency Services Communication

Department: 16 Nondepartmental **Program:** 287 Emergency Services Communication

<u>Program Description:</u> The Emergency Services Communications program is a unit responsible for the overall management of Snohomish County's enhanced emergency communications program (Enhanced 9-1-1). The program's

mission is to support public safety with efficient, reliable, and integrated 9-1-1 service.

Budget Changes: - None

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Emergency Services Com	2.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$1,064,292	\$0	(\$1,064,292)	(100.00%)
Salaries	\$104,491	\$109,899	\$112,856	\$2,957	2.69%
Personnel Benefits	\$24,715	\$23,512	\$26,715	\$3,203	13.62%
Supplies	\$710	\$1,000	\$1,000	\$0	.00%
Other Services And Char	\$1,970,437	\$1,886,859	\$4,191,839	\$2,304,980	122.16%
Capital Outlays	\$1,922,620	\$0	\$200,000	\$200,000	100.00%
Interfund Payments for S	\$25,354	\$36,574	\$40,523	\$3,949	10.80%
Emergency Services Co	\$4,048,327	\$3,122,136	\$4,572,933	\$1,450,797	46.47%



Fund: 191 1st Qtr % REET Division: 648 Sb 4972 Capital Improvement

Department: 16 Nondepartmental **Program:** 990 Miscellaneous

Program Description: There are two components of Real Estate Excise Tax (REET)in Snohomish County. Revenues from

both of these sources accrue to the County from sales that occur in unincorporated areas in the County.

REET 1 - In 1982, the state legislature passed SB 4972 granting the county additional revenue authority in the form of a 1/4% real estate excise tax on real estate transactions. Revenue is dedicated for use on

capital improvement projects (RCW 82.46.010 (1)).

Program Changes: None.

Budget Changes: None.

Staffing Resources:

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Interfund Services	\$5,159,070	\$5,785,670	\$6,480,075	\$694,405	12.00%
	Miscellaneous	\$5,159,070	\$5,785,670	\$6,480,075	\$694,405	12.00%



Fund: 191 2nd Qtr % REET (ESHB 2929) Division: 651 Shb 2929 Capital Improvement

Department: 16 Nondepartmental **Program:** 700 10* Permanent Transfer Ou

Program Description: There are two components of Real Estate Excise Tax (REET)in Snohomish County. Revenues from

both of these sources accrue to the County from sales that occur in unincorporated areas in the County.

REET 2 is the second component. In 1990 the state legislature passed HB 2929 granting the county authority to levy an additional 1/4% real estate excise tax. This revenue is strictly segregated and separately tracked, and may be used solely for financing capital projects specified in a capital facilities

plan element of a comprehensive plan (RCW 82.46.010 (2)).

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Interfund Services	\$5,612,160	\$5,557,918	\$6,500,963	\$943,045	16.97%
10* Permanent Transfe	\$5,612,160	\$5,557,918	\$6,500,963	\$943.045	16.97%



Fund: 193 Community Development <u>Division:</u> 657 Nondepartmental

Department: 16 Nondepartmental **Program:** 990 Miscellaneous

Program Description: This is contingent budget authority that allows the Department of Planning and Development Services

to timely respond or adjust, if needed, in the event the economy is stronger than predicted and permit

activity rises.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$0	\$500,000	\$0	(\$500,000)	(100.00%)
Miscellaneous	\$0	\$500,000	\$0	(\$500,000)	(100.00%)



Department: 17 Debt Service

Dept. Director: Dan Clements

Financial Consultant: Wanda Johnson

Mission Statement: The Debt Service Program exists to account for the repayment of general obligation long-term

debt

Legislative Authority: All debt which is serviced by the Debt Service Fund is a result of obligations incurred from and

authorized through other programs.

Organization Chart:

Not Applicable.

Service Provided: The Debt Service Program is a grouping of various Road Improvement Districts (RID) long term

debt funds, and the Limited Tax Debt Service Fund.

Budget Drivers: Financing structure of various County projects as recommended by the Finance Departments and

the County Executive, and approved by the County Council.

Major Projects:

Budget Changes:

Staffing Resources:

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$10,354,986	\$3,837,579	(\$6,517,407)	(62.94%)
Taxes	\$3,605,017	\$3,596,942	\$3,759,009	\$162,067	4.51%
Intergovernmental Reven	\$131,104	\$116,811	\$116,811	\$0	.00%
Miscellaneous Revenues	\$835,066	\$852,700	\$930,252	\$77,552	9.09%
Non-Revenues	\$7,191,690	\$665,060	\$796,982	\$131,922	19.84%
Operating Transfers In	\$9,120,792	\$12,836,871	\$13,135,357	\$298,486	2.33%
Debt Service	\$20.883.668	\$28,423,370	\$22,575,990	(\$5,847,380)	(20.57%)

<u>Financial Resources -</u> <u>Expenditure (Class):</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$2,302,076	\$2,696,846	\$394,770	17.15%
Other Services And Char	\$475,000	\$6,463,000	\$0	(\$6,463,000)	(100.00%)
Interfund Services	\$2,715,552	\$0	\$0	\$0	.00%
Debt Service: Principal	\$4,511,896	\$5,890,760	\$8,461,705	\$2,570,945	43.64%



<u>Department:</u> 17 Debt Service

Dept. Director: Dan Clements

Financial Consultant: Wanda Johnson

Debt Service	\$12,032,684	\$28,423,370	\$22,575,990	(\$5,847,380)	(20.57%)
Interfund Payments for S	\$1,656	\$0	\$0	\$0	.00%
Debt Service: Interest &	\$4,328,580	\$13,767,534	\$11,417,439	(\$2,350,095)	(17.07%)

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
RID 13 Long Term Debt	\$0	\$7,600	\$7,600	\$0	.00%
RID 11A Assessment	\$41	\$2,400	\$2,400	\$0	.00%
Limited Tax Debt Servic	\$11,650,972	\$27,651,370	\$21,803,990	(\$5,847,380)	(21.15%)
Road Improvement Distri	\$381,672	\$762,000	\$762,000	\$0	.00%
Debt Service	\$12,032,684	\$28,423,370	\$22,575,990	(\$5.847.380)	(20.57%)



Fund: 212 Rid 13 Long Term Debt Division: 712 Rid 13A Long-Term Debt Service

Department: 17 Debt Service **Program:** 219 Miscellaneous General Gov

Program Description:

RID bonds in the amount of \$1,809,000 were sold to pay for the costs of constructing improvements on 128th Street S.E. by Snohomish County (Ordinance No. 84-040 dated April 30, 1984). The bonds were sold on June 1, 1984, and mature in various years on June 1 through 2005. Interest yield varies from 11.3% to 11.5%. The bonds are subject to early redemption at the county's option in specific years.

Annual assessments are charged to the homeowners based on the RID 13 Assessment Roll Ordinance No. 84-006 passed by Snohomish County Council on February 22, 1984. Assessments are calculated on the basis of area and from footage.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
-	FundBalance/AvailableR	\$0	\$7,600	\$7,600	\$0	.00%
	Miscellaneous General	\$0	\$7,600	\$7,600	\$0	.00%



Fund: 214 Rid 11A Assessment **Division:** 714 Rid #11A Assessment

17 Debt Service Program: 219 Miscellaneous General Gov **Department:**

Program Description:

RID bonds were sold to pay for the costs of constructing improvements on 165th S.E. & 234th S.E. by Snohomish County Council on Ordinance No. 85-055 dated June 27, 1985. The bonds for \$480,859 were dated July 1, 1985 and mature annually through July 1, 2007; they carry an average interest rate of 9.40% per annum. Certain bonds may be called early at the county's option on any interest payment date on or after July 1, 1986, in numerical order (\$5,000 denominations) at par plus accrued interest to date of redemption.

Annual assessments are charged to the homeowners based on the RID 11A Assessment Roll Ordinance No. 85-030 passed by Snohomish County Council on April 18, 1985; on the basis of front footage and

area.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

Financial Resources -**Expenditures:**

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
	FundBalance/AvailableR	\$0	\$2,150	\$2,150	\$0	.00%
	Debt Service: Interest &	\$41	\$250	\$250	\$0	.00%
	Miscellaneous General	\$41	\$2,400	\$2,400	\$0	.00%



Fund: 215 Limited Tax Debt Service Division: 715 Limited Tax Debt Service

Department: 17 Debt Service **Program:** 219 Miscellaneous General Gov

Program Description:

General Obligation Bonds are created for the purpose of redeeming long-term general obligation debt of the county. This debt is paid off through the county's general tax levy. Outstanding limited tax G.O. bond issues are combined into one limited tax debt service fund for the purpose of consolidating the debt service payments of current and future limited tax G.O. bonds. This program reflects the 1997

bond issue.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$66,800	\$65,000	(\$1,800)	(2.69%)
Debt Service: Principal	\$1,931,800	\$1,240,000	\$1,235,000	(\$5,000)	(.40%)
Debt Service: Interest &	\$1,618,152	\$1,258,365	\$1,201,884	(\$56,481)	(4.49%)
Miscellaneous General	\$3,549,952	\$2,565,165	\$2,501,884	(\$63,281)	(2.47%)



Fund: 215 Limited Tax Debt Service **<u>Division:</u>** 715 Limited Tax Debt Service

Department: 17 Debt Service Program: 229 93/95 Refunding

Program Description: General Obligation Bonds are created for the purpose of redeeming long term general obligation debt of

the county. This debt is paid off through the county's general tax levy. Outstanding limited tax G.O. bond issues are combined into one limited tax debt service fund for the purpose of consolidating the debt service payments of current and future limited tax G.O. bonds. This program reflects the 1993 and

1995 bond issues.

Budget Changes: None.

Staffing Resources:

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$2,225,526	\$2,113,972	(\$111,554)	(5.01%)
Debt Service: Principal	\$1,485,000	\$2,560,000	\$2,630,000	\$70,000	2.73%
Debt Service: Interest &	\$642,271	\$1,388,403	\$1,188,652	(\$199,751)	(14.39%)
93/95 Refunding	\$2,127,271	\$6,173,929	\$5,932,624	(\$241.305)	(3.91%)



Fund: 215 Limited Tax Debt Service Division: 715 Limited Tax Debt Service

Department: 17 Debt Service **Program:** 239 99 Bond Issue

Program Description: This is program is used to track debt service activities and reserves related to the County's 800 MHZ

Phase I. This program will also be managed debt services activities for other County projects included

in the 1999 bond issue (Auditor's Imaging System and Park's Cathcart financing).

Program Changes: None

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$0	\$5,918	\$5,918	100.00%
Debt Service: Principal	\$900,096	\$935,760	\$1,250,340	\$314,580	33.62%
Debt Service: Interest &	\$1,136,214	\$1,093,460	\$1,163,821	\$70,361	6.43%
99 Bond Issue	\$2,036,310	\$2,029,220	\$2,420,079	\$390,859	19.26%



Fund: 215 Limited Tax Debt Service **Division:** 715 Limited Tax Debt Service

Department: 17 Debt Service Program: 249 2001 Bond Issue

Program Description:

This program has been established to track debt service reserves coming from a variety of County sources and related financing transactions to address the fiscal needs of the Snohomish County Campus Redevelopment Plan (formerly known as the "Space Plan"). The County Campus Redevelopment Project addresses the County's facility needs, including the construction/purchase of various, major structures including but not limited to the Regional Justice Center, a new Administration building and

Sheriff's Headquarters, among others.

Staffing Resources:

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$0	\$101,501	\$101,501	100.00%
Other Services And Char	\$475,000	\$6,463,000	\$0	(\$6,463,000)	(100.00%)
Interfund Services	\$2,715,552	\$0	\$0	\$0	.00%
Debt Service: Principal	\$0	\$570,000	\$3,151,365	\$2,581,365	452.87%
Debt Service: Interest &	\$746,887	\$9,850,056	\$7,112,151	(\$2,737,905)	(27.80%)
2001 Bond Issue	\$3,937,439	\$16,883,056	\$10.365.017	(\$6,518,039)	(38.61%)



Fund: 215 Limited Tax Debt Service Division: 715 Limited Tax Debt Service

Department: 17 Debt Service **Program:** 269 2003 Bond Issue

Program Description: This program has been established to track debt service for the Bond Anticipation Note (BAN). The

BAN was issued to provided funding for the Auditor's Election Equipment purchased in 2002.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Debt Service: Interest &	\$0	\$0	\$584,385	\$584,385	100.00%
2003 Bond Issue	\$0	\$0	\$584.385	\$584,385	100.00%



Fund: 218 Road Improvement District 24 Division: 724 Rid 24 Long Term Debt Svc

Department: 17 Debt Service **Program:** 671 Rid 24 Long Term Debt Service

Program Description: RID bonds in the amount of \$4,000,000 were sold to pay for the costs of constructing improvements

near 172nd St. NE by Snohomish County (Ordinance No. 97-004 dated 3/3/97). The bonds will mature

in various years on May 1 through 2017. Interest yield varies from 4.0% to 6.10%.

Annual assessments are charged to the homeowners based on RID 24A Assessment Roll Ordinance No.

96-079 passed by the Snohomish County Council on 12/20/96.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$0	\$400,705	\$400,705	100.00%
Debt Service: Principal	\$195,000	\$585,000	\$195,000	(\$390,000)	(66.67%)
Debt Service: Interest &	\$185,016	\$177,000	\$166,295	(\$10,705)	(6.05%)
Interfund Payments for S	\$1,656	\$0	\$0	\$0	.00%
Rid 24 Long Term Debt	\$381,672	\$762,000	\$762,000	\$0	.00%



18 Facilities Management **Department:**

Dept. Director: Larry Van Horn

Financial Consultant: Mary Albert

Mission Statement: The mission of Facilities Management is to develop, acquire, and manage County facilities and

properties. Our diverse team of professionals provides accessible, efficient, safe and secure county facilities and properties. Through strategic planning and performance, we work in a cooperative effort to enable our clients to provide effective services in which we take pride.

Property Management: Legislative Authority:

RCW 36.35 -- Tax Title Lands RCW 36.32 -- County Commissioners

RCW 36.34 -- County Property

RCW 39.23 -- Intergovernmental Disposition of Property

SCC 4.46 -- Management and Disposition of County-Owned Personal and Real Property

WAC 67.35 -- Blind Vending Facility Program RCW 74.18 -- Department of Services For The Blind

Facilities Planning/Facilities Maintenance: ADA -- Americans with Disabilities Act of 1990

WAC 51-11 -- Washington State Energy Code

WISHA -- Washington Industrial Safety and Health Regulation Act

RCW 19.27 -- State Building Code Act

Organization Chart:



Service Provided:

The Department of Facilities Management consists of six divisions that provide for the management of internal services that support other County departments in the accomplishment of their missions.

Property Management - inventory for real property (land and buildings), inventory for Countyowned personal property, sale of tax title, lease space in County buildings and lease space for County to occupy, purchase property, sell County surplus property and space management.

Parking - employee, public, and jury parking, parking garage operations, leased parking.

Facilities Planning - facility planning, design and consulting services, project management for remodels, renovations and new construction, develop, implement and manage the facilities capital plan.

Facilities Maintenance - building maintenance and construction support, safety corrections,



18 Facilities Management **Department:**

Dept. Director: Larry Van Horn

Financial Consultant: Mary Albert

landscaping and grounds maintenance, Americans with Disabilities Act (ADA) upgrades, energy management and emergency actions, administration of external security contract.

CRI - management of all Campus Redevelopment Initiative projects

Administration - general administration and management oversight and support of all other divisions of Facilities Management.

Budget Drivers: The following budget drivers are influencing and requiring certain funding levels in this budget:

-Increasing county population and related service requirements.

-Department growth requiring new or modified leases, master planning for new county space, remodels and renovations.

-Leasing additional space.

-Inventory in additional buildings.

-Aging infrastructure and mechanical equipment.

-Federal, State, and local laws, ordinances, and codes require ongoing compliance, i.e. OSHA, ADA.

Major Projects: Facilities Management's main focus in the next three years will be the successful implementation of the Campus Redevelopment Initiative (CRI project). The Campus Redevelopment Initiative budget includes the construction of a new jail, administration and parking facility on its main campus in downtown Everett, the construction of a County Records building to house the Sheriff's storage of evidence and County records by the Department of Information Services. Also within the scope of CRI are major facility repairs and upgrade on the four major building with the main County campus.

Budget Changes:

Major budget changes include enhancements to the commuter trip reduction program as proposed by Public Works, needed to attain goals committed by the County to the City of Everett to alleviate traffic within the downtown area in line with the campus redevelopment projects. Other changes include a reduction in campus security and the elimination of the Property Administrator position. Facilities will also assume responsibility for the maintenance-oriented functions of the County's Correctional Facilities. For this, 5.5 FTEs and the associated maintenance budget has been added to Facilities' budget, transferred from the Corrections Department's budget.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	32.500	28.910	28.410	33.410	4.500
Capital Projects	3.500	5.590	4.890	4.890	-0.700
Facility Construction Fun	0.000	0.000		0.000	0.000
Facilities Management	36,000	34.500	33.300	38.300	3.800



Department: 18 Facilities Management

Dept. Director: Larry Van Horn

Financial Consultant: Mary Albert

Financial Resources - Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$0	\$0	\$0	.00%
Taxes	\$0	\$0	(\$541,009)	(\$541,009)	#Div/0!
Intergovernmental Reven	\$1,659	\$0	\$500,000	\$500,000	100.00%
Charges For Services	\$58,800	\$60,900	\$10,080	(\$50,820)	(83.45%)
Miscellaneous Revenues	\$11,542,666	\$3,848,124	\$3,306,990	(\$541,134)	(14.06%)
Non-Revenues	\$112,476,448	\$36,627,126	\$61,816,627	\$25,189,501	68.77%
Operating Transfers In	\$45,822,086	(\$9,740,500)	\$3,766,860	\$13,507,360	(138.67%)
Facilities Management	\$169,901,659	\$30,795,650	\$68,859,548	\$38,063,898	123.60%

Financial Resources - Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$73,150	(\$310,294)	(\$383,444)	(524.19%)
Salaries	\$2,118,897	\$1,936,383	\$1,966,107	\$29,724	1.54%
Personnel Benefits	\$488,220	\$427,263	\$476,432	\$49,169	11.51%
Supplies	\$241,984	\$186,453	\$336,246	\$149,793	80.34%
Other Services And Char	\$1,945,083	\$11,732,351	\$12,706,367	\$974,016	8.30%
Interfund Services	\$28,214,742	\$1,423,900	\$4,766,612	\$3,342,712	234.76%
Capital Outlays	\$32,866,268	\$16,208,499	\$51,386,036	\$35,177,537	217.03%
Debt Service: Interest &	\$18,701	\$0	\$0	\$0	.00%
Interfund Payments for S	\$586,284	\$592,891	\$747,349	\$154,458	26.05%
Facilities Management	\$66,480,178	\$32,580,890	\$72,074,855	\$39,493,965	121.22%

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$4,560,240	\$4,868,555	\$6,201,331	\$1,332,776	27.38%
Capital Projects	\$1,448,555	\$37,625,126	\$62,316,627	\$24,691,501	65.63%
Facility Construction Fun	\$30,598,655	(\$10,771,892)	\$1,446,252	\$12,218,144	(113.43%)
Elevator Construction	\$66,993	\$380	\$0	(\$380)	(100.00%)
Facilities Improvements	\$997,451	\$237,721	\$190,145	(\$47,576)	(20.01%)
Construction Projects	\$28,808,285	\$621,000	\$1,920,500	\$1,299,500	209.26%
Facilities Management	\$66,480,178	\$32,580,890	\$72,074,855	\$39,493,965	121.22%



Fund: 002 General Fund Division: 801 Administrative Services

Department: 18 Facilities Management **Program:** 810 Administration

Program Description: This unit provides general administrative and management oversight and support to the various

divisions of the Facilities Management that include Facilities Planning, CRI Property Management,

Facilities Maintenance, and Parking.

Program Changes: None

<u>Budget Changes:</u> All of the supplies-related expenditure budgets for each program within Facilities Management (except

Facilities Maintenance and Corrections Maintenance) have been centralized in the Administration budget. This is due to the relocation of most Facilities Management staff within the same work location

at the Cogswell building.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	6.000	5.410	3.910	3.910	-1.500

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$270,563	\$292,042	\$238,782	(\$53,260)	(18.24%)
Personnel Benefits	\$67,921	\$73,194	\$62,511	(\$10,683)	(14.60%)
Supplies	\$22,499	\$4,900	\$16,630	\$11,730	239.39%
Other Services And Char	\$5,522	\$16,180	\$68,351	\$52,171	322.44%
Interfund Services	\$0	\$0	\$0	\$0	.00%
Capital Outlays	\$3,466	\$0	\$0	\$0	.00%
Interfund Payments for S	\$131,607	\$288,662	\$367,761	\$79,099	27.40%
Administration	\$501,577	\$674,978	\$754,035	\$79,057	11.71%



Fund: 002 General Fund Division: 801 Administrative Services

Department: 18 Facilities Management **Program:** 811 Contract Security

Program Description: This program provides entry control screening of individuals and their possessions entering the County

Courthouse Complex, DJJC, and all outlying District Courts during regular business hours and for evening meetings, as needed. Entry control screening is provided by contracted personnel who utilize an x-ray screening, magnetometer (metal detector), and hand-held scanners to screen individuals and their possessions to ensure that weapons and/or dangerous drugs do not enter the county court facilities. Contracted personnel also provide security for the County Campus from 5:00 PM to midnight for locking up, securing all county buildings, and assisting county employees and the public,

as necessary.

Program Changes: None.

Budget Changes: Contract Security is being reduced by \$95,000.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Contract Security	3.000	0.000		0.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$136,012	\$0	\$0	\$0	.00%
Personnel Benefits	\$33,583	\$0	\$0	\$0	.00%
Supplies	\$2,720	\$0	\$0	\$0	.00%
Other Services And Char	\$318,590	\$353,193	\$258,193	(\$95,000)	(26.90%)
Interfund Payments for S	\$13,664	\$480	\$480	\$0	.00%
Contract Security	\$504,569	\$353,673	\$258,673	(\$95,000)	(26.86%)



Fund: 002 General Fund <u>Division:</u> 810 Construction Support

Department: 18 Facilities Management **Program:** 821 Facilities Planning

Program Description: The primary mission of the Facilities Planning & Construction Division is to provide quality project

management services to county departments including facility/space planning, design and consulting services; to provide support to the Executive and Council staff in determining short and long term capital facility needs; to develop, implement and manage the facilities Capital Plan; and to manage the

remodeling and renovation of county properties in addition to new construction requirements.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Facilities Planning	3.000	3.000	3.000	3.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$202,213	\$227,647	\$225,087	(\$2,560)	(1.12%)
Personnel Benefits	\$43,133	\$41,252	\$46,115	\$4,863	11.79%
Supplies	\$294	\$1,050	\$650	(\$400)	(38.10%)
Other Services And Char	\$3,257	\$1,388	\$1,872	\$484	34.87%
Interfund Payments for S	\$15,245	\$14,094	\$6,565	(\$7,529)	(53.42%)
Facilities Planning	\$264,141	\$285,431	\$280,289	(\$5,142)	(1.80%)



Fund: 002 General Fund Division: 820 Property Management

Department: 18 Facilities Management Program: 820 Property Management Serv

Program Description: Property Management's mandated duties include the maintenance of personal and real property

inventories, acquisition of real property, assignment of bar-code tags to all personal property over \$2,000, disposal of real and personal property, lease building space and land, and prepare license agreements for space. Other duties assigned but not mandated are managing the operation of the

parking garage and space management.

Program Changes: None.

Budget Changes: The position of Property Administrator will not be refilled and has been cut from the 2003 budget.

Management of this division is assigned by the Director to the Fiscal Manager.

Staffing Resources:

2001 2002 4/30/02 2003 Change from '02 Adopted **Program Name** Adopted Adopted Actual Adopted 4.000 4.000 4.000 3.000 -1.000 Property Management Se

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$191,646	\$201,060	\$142,149	(\$58,911)	(29.30%)
Personnel Benefits	\$48,895	\$46,878	\$38,979	(\$7,899)	(16.85%)
Supplies	\$3,777	\$2,784	\$200	(\$2,584)	(92.82%)
Other Services And Char	\$5,042	\$9,072	\$16,836	\$7,764	85.58%
Interfund Services	\$7,520	\$7,500	\$7,500	\$0	.00%
Interfund Payments for S	\$28,441	\$35,766	\$26,332	(\$9,434)	(26.38%)
Property Management	\$285,322	\$303,060	\$231,996	(\$71,064)	(23.45%)



Fund: 002 General Fund Division: 823 Facilities Maintenance

Department: 18 Facilities Management **Program:** 830 Facilities Maintenance

Program Description: The key responsibility of the Facilities Maintenance division is to provide excellent customer service to

the employees and citizens of Snohomish County. The maintenance, repair and replacement of facilities is vital to the success of County government. Providing a safe, comfortable, economically efficient

working environment is part of the mission for Facilities Maintenance in 2003.

Program Changes: None.

Budget Changes: A half-time Facilities Maintenance Worker III position will be converted to a full time Facilities

Maintenance Worker I position to assist in the overall maintenance and grounds keeping of County

facilities.

Staffing Resources:

2001 2002 4/30/02 2003 Change from '02 Adopted **Program Name** Adopted Adopted Actual Adopted 15.500 22.500 15.500 16.500 7.000 Facilities Maintenance

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$686,784	\$751,394	\$795,710	\$44,316	5.90%
Personnel Benefits	\$182,155	\$180,473	\$212,749	\$32,276	17.88%
Supplies	\$208,271	\$172,150	\$175,166	\$3,016	1.75%
Other Services And Char	\$1,452,995	\$1,536,676	\$1,553,441	\$16,765	1.09%
Interfund Payments for S	\$119,691	\$234,684	\$231,372	(\$3,312)	(1.41%)
Facilities Maintenance	\$2,649,895	\$2,875,377	\$2,968,438	\$93,061	3.24%



Fund: 002 General Fund Division: 823 Facilities Maintenance

Department: 18 Facilities Management **Program:** 835 Corrections Facilities Maint

Program Description: This is a new responsibility for the Facilities Maintenance division. The objective will be to provide

efficient and effective maintenance services to the Snohomish County Correctional Facilities. The maintenance, repair and replacement of facilities is vital to Corrections' operations. Providing a safe, economically efficient working environment is part of the mission for Facilities Maintenance in 2003.

Program Changes: This is a new program for Facilities Maintenance.

<u>Budget Changes:</u> Prior to 2003, this program was under the direction of the Snohomish County Corrections Department.

This program has been moved to the Facilities Management Department in an effort to centralize county maintenance functions. The budget for this program, including the 5.5 FTEs, was formerly part of

Corrections' budget.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$0	\$303,340	\$303,340	100.00%
Personnel Benefits	\$0	\$0	\$76,016	\$76,016	100.00%
Supplies	\$0	\$0	\$133,600	\$133,600	100.00%
Other Services And Char	\$0	\$0	\$846,473	\$846,473	100.00%
Corrections Facilities	\$0	\$0	\$1,359,429	\$1,359,429	100.00%



Fund: 002 General Fund Division: 825 Parking and Garage Management

Department: 18 Facilities Management **Program:** 265 Parking Facilities

Program Description: The Parking and Garage Management's mission is to manage the overall parking operation in the garage

and other County-owned and leased lots. The management includes employee monthly stall rentals, departmental stall rentals, handling complaints from employees that report use by another of their assigned stalls, collect public parking fees, general cleanup of the area, rental of the ER&R motor pool

vehicles and general monitoring of the employee, public and jury parking areas.

Program Changes: Due to upcoming CRI construction, only the south end of the County parking garage will be in

operation starting August, 2002. Other County parking venues during this construction period included

lease spaces at Everett Station and at the Cogswell garage.

Budget Changes: Enhancements will be made to the commuter trip reduction program as proposed by Public Works, which is needed to attain goals as committed by the County to the City of Everett to help mitigate traffic congestion in the downtown area in line with the campus redevelopment projects. This increase will be partly funded by the net revenues from the public parking lot rentals, and partly funded from the parking

lot reserves.

The position of Property Administrator, who manages the parking program, will not be refilled and will be be cut from the 2003 budget. Management of this division is assigned by the Director to the Fiscal

Manager.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Parking Facilities	1.000	1.000	1.000	1.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$12,584	\$23,524	\$24,786	\$1,262	5.36%
Personnel Benefits	\$2,471	\$8,835	\$3,997	(\$4,838)	(54.76%)
Supplies	\$406	\$539	\$0	(\$539)	(100.00%)
Other Services And Char	\$280,045	\$305,452	\$316,668	\$11,216	3.67%
Interfund Services	\$0	\$34,800	\$0	(\$34,800)	(100.00%)
Interfund Payments for S	\$59,229	\$2,886	\$3,020	\$134	4.64%
Parking Facilities	\$354,735	\$376,036	\$348,471	(\$27,565)	(7.33%)



Fund: 300 Capital Building Plan Division: 811 Construction Support

Department: 18 Facilities Management **Program:** 510 Project Office

Program Description: This program tracks the fiscal activity related to the CRI project office, composed of project

professionals whose objective is to execute the construction of various projects defined under the

County Campus Redevelopment project.

Program Changes: None

<u>Budget Changes:</u> In lieu of hiring a full time Senior Secretary position, an existing administrative FTE was given a

temporary upgrade to Administrative Coordinator during the term of the CRI project, with 50% of this FTE's salary and benefit cost charged to the project office program of CRI (total of .5 FTE, instead of the planned 1.0 FTE). The CRI project manager for the Glacier project was hired as an 0.8 FTE instead

of a 1.0 FTE, which satisfies the demand of that project.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Project Office	3.500	5.590	4.890	4.890	-0.700

Financial Resources -Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$136,886	\$440,716	\$236,253	(\$204,463)	(46.39%)
Personnel Benefits	\$19,976	\$76,176	\$36,065	(\$40,111)	(52.66%)
Supplies	\$2,442	\$5,030	\$10,000	\$4,970	98.81%
Other Services And Char	\$44,742	\$53,178	\$78,890	\$25,712	48.35%
Interfund Payments for S	\$4,871	\$11,015	\$71,538	\$60,523	549.46%
Project Office	\$208,917	\$586,115	\$432,746	(\$153,369)	(26.17%)



Fund: 300 Capital Building Plan <u>Division:</u> 811 Construction Support

Department: 18 Facilities Management **Program:** 520 County Jail Expansion

<u>Program Description:</u> This program will track the project costs of building the Regional Justice Center.

Program Changes: None

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$47,017	\$6,000,000	\$5,566,453	(\$433,547)	(7.23%)
Interfund Services	\$0	\$0	\$1,750,000	\$1,750,000	100.00%
Capital Outlays	\$663,325	\$12,829,799	\$18,067,058	\$5,237,259	40.82%
County Jail Expansion	\$710,342	\$18,829,799	\$25,383,511	\$6,553,712	34.81%



Fund: 300 Capital Building Plan Division: 811 Construction Support

Department: 18 Facilities Management **Program:** 530 Admin and Parking Facility

Program Description: This program will track the project costs of building the new Administration building, including the new

parking garage.

Program Changes: The tracking of the project costs related to the construction of the new parking facility and the new

administration building has been combined into one program.

<u>Budget Changes:</u> The budgets for the new parking facility and administrative building have been consolidated into one

program.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$0	\$2,677,669	\$3,616,566	\$938,897	35.06%
Interfund Services	\$0	\$0	\$986,502	\$986,502	100.00%
Capital Outlays	\$0	\$0	\$35,566,227	\$35,566,227	100.00%
Admin and Parking Fac	\$0	\$2,677,669	\$40.169.295	\$37,491,626	1400.16%



Fund: 300 Capital Building Plan <u>Division:</u> 811 Construction Support

Department: 18 Facilities Management **Program:** 550 Campus/Jail Improvements

Program Description: This program will track expenditures related to upgrades of existing County administrative, judicial and

jail facilities under the scope of the County Campus Redevelopment Project.

Program Changes: The tracking of the project costs related to the major upgrades and repairs of the Courthouse, current

Administration, Carnegie and mission building has been combined with the project costs relating to

current Jail improvements into one program.

<u>Budget Changes:</u> The budgets for campus improvements and jail improvements have been consolidated into one program.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$0	\$779,543	(\$779,543)	(\$1,559,086)	(200.00%)
Capital Outlays	\$0	\$998,000	\$6,026,000	\$5,028,000	503.81%
Campus/Jail Improvem	\$0	\$1,777,543	\$5,246,457	\$3,468,914	195.15%



Fund: 300 Capital Building Plan <u>Division:</u> 811 Construction Support

Department: 18 Facilities Management **Program:** 555 Jail Improvements

Budget Changes: The multi-year budget for this program has been moved to program 550 -- Campus/Jail Improvements.

Staffing Resources:

Financial Resources -Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Capital Outlays	\$92,488	\$1,364,000	(\$1,864,000)	(\$3,228,000)	(236.66%)
Jail Improvements	\$92,488	\$1,364,000	(\$1,864,000)	(\$3,228,000)	(236.66%)



Fund: 300 Capital Building Plan <u>Division:</u> 811 Construction Support

Department: 18 Facilities Management **Program:** 570 County Records Building

Program Description: This program will track the project costs of building a County Records Building which will be the new

evidence storage facility for the Sheriff. This building will also house the records management division of the County's Information Servies department. This building is located at the former Glacier Cold

Storage facility site in Everett.

Program Changes: None.

Budget Changes: Total project budget for the construction of this building is \$5.75 million, all of which is being

requested to be appropriated through 2003.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$0	\$0	\$681,608	\$681,608	100.00%
Interfund Services	\$0	\$0	\$86,250	\$86,250	100.00%
Capital Outlays	\$0	\$4,250,000	\$320,760	(\$3,929,240)	(92.45%)
County Records Buildin	\$0	\$4,250,000	\$1,088,618	(\$3.161.382)	(74.39%)



Fund: 300 Capital Building Plan <u>Division:</u> 811 Construction Support

Department: 18 Facilities Management **Program:** 590 Parking Structure

Budget Changes: The multi-year budget for this program has been moved to program 530 -- Admin and Parking Facility.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Capital Outlays	\$0	\$8,140,000	(\$8,140,000)	(\$16,280,000)	(200.00%)
Parking Structure	\$0	\$8,140,000	(\$8,140,000)	(\$16,280,000)	(200.00%)



Fund: 311 Facility Construction Division: 811 Construction Support

Department: 18 Facilities Management **Program:** 419 Miscellaneous General Gov

Program Description: This special multi-year capital projects fund was created in 1989 to address specific recommendations

outlined by the Executive for implementing alternatives for long-range office space and parking as

contained in the NBBJ Space Study. Those specific recommendations were addressed.

Currently, this multi-year fund is used to complete capital projects outside of the Campus

Redevelopment Project scope.

Program Changes: None.

<u>Budget Changes:</u> A Sheriff's Impound Lot and Gun Range are planned to be built starting in 2003, partially funded by

fund balance from fund 317 (\$1.9 million), and partly from another source such as bond proceeds. The

total projected cost for these two facilities is \$2,680,000.

In addition, some miscellaneous County improvements, including kitchen fixtures and equipment for

Juvenile Services (\$84,985) are budgeted for 2003.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$468	\$0	\$0	\$0	.00%
Personnel Benefits	\$1,185	\$455	\$0	(\$455)	(100.00%)
Interfund Services	\$784,597	\$0	\$0	\$0	.00%
Capital Outlays	\$3,386,258	(\$7,513,500)	\$1,951,000	\$9,464,500	(125.97%)
Interfund Payments for S	\$43,118	\$953	\$18,846	\$17,893	1877.54%
Miscellaneous General	\$4.215.625	(\$7.512.092)	\$1.969.846	\$9,481,938	(126.22%)



Fund: 311 Correction Projects Division: 811 Construction Support

Department: 18 Facilities Management **Program:** 420 Corrections Projects

Program Description: This is a multi-year capital fund created to address capital project needs for the Corrections Facility as

approved by the Executive and Council.

Currrenly, all of the jail's current facility improvement projects are within the scope of the Campus

Redevelopment Initiative program.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Corrections Projects	0.000	0.000		0.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$235,393	\$0	\$0	\$0	.00%
Personnel Benefits	\$35,853	\$0	\$0	\$0	.00%
Interfund Services	\$0	\$600,000	\$0	(\$600,000)	(100.00%)
Capital Outlays	\$3,493,833	(\$3,859,800)	(\$541,009)	\$3,318,791	(85.98%)
Interfund Payments for S	\$21,483	\$0	\$17,415	\$17,415	100.00%
Corrections Projects	\$3 786 563	(\$3.259.800)	(\$523.594)	\$2 736 206	(83 94%)



Fund: 316 Facilities Improvements <u>Division:</u> 811 Construction Support

Department: 18 Facilities Management **Program:** 418 Facilities Reserve

Program Description: The purpose of the cumulative reserves for Facilities Improvement Projects is to provide for the

improvement, repair, remodeling and renovation of County-owned and operated facilities.

Program Changes: None.

<u>Budget Changes:</u> \$202,921 will be expended from the building reserve to help cover the Cogswell lease/relocation costs.

\$99,073 will be expended from the parking reserve to cover the net cost of the Cogswell and Everett

Station parking lot leases and leased storage space.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$73,150	(\$310,294)	(\$383,444)	(524.19%)
Other Services And Char	\$0	\$0	\$480,559	\$480,559	100.00%
Interfund Services	\$994,455	\$160,600	\$15,860	(\$144,740)	(90.12%)
Interfund Payments for S	\$2,996	\$3,971	\$4,020	\$49	1.23%
Facilities Reserve	\$997,451	\$237,721	\$190,145	(\$47.576)	(20.01%)



Fund: 317 Construction Projects Division: 830 1995 Construction Projects

Department: 18 Facilities Management **Program:** 400 '95 Construction Projects

Program Description: Fund 317 was created to track the flow of bond proceeds received from the 1995 bond issue to their

respective capital funds, of which the financing of the Denney Juvenile Justice Center had the biggest

share at \$22 million.

Budget Changes: \$1.9 million of remaining fund balance will be transferred to the Facilities Construction Fund (fund

311) to partially fund the Sheriff's Impound Lot and Gun Range.

Staffing Resources:

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Interfund Services	\$0	\$621,000	\$1,920,500	\$1,299,500	209.26%
	'95 Construction Projec	\$0	\$621,000	\$1,920,500	\$1,299,500	209.26%



Department: 20 Pass-Through Grants

Dept. Director: Janelle Sgrignoli, Peter Hahn

Financial Consultant: Wanda Johnson

Mission Statement: Not applicable - Please refer to individual department budget pages for Human Services or Public

Works, as appropriate

<u>Legislative Authority:</u> Not applicable - Please refer to individual department budget pages for Human Services or Public

Works, as appropriate

Organization Chart:

Not applicable - Please refer to individual department budget pages for Human Services or Public Works, as appropriate

Service Provided: Not applicable - Please refer to individual Pass-Through Grants program budget pages for Human

Services or Public Works, as appropriate

Budget Drivers: Not applicable - Please refer to individual Pass-Through Grants program budget pages for Human

Services or Public Works, as appropriate

Major Projects: Not applicable - Please refer to individual Pass-Through Grants program budget pages for Human

Services or Public Works, as appropriate

Budget Changes:

Staffing Resources:

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Intergovernmental Reven	\$25,878,606	\$24,479,827	\$25,540,256	\$1,060,429	4.33%
Miscellaneous Revenues	\$0	\$8,241,653	\$5,250,000	(\$2,991,653)	(36.30%)
Pass-Through Grants	\$25,878,606	\$32,721,480	\$30,790,256	(\$1.931.224)	(5.90%)

<u>Financial Resources -</u> Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$25,884,660	\$32,721,480	\$30,790,256	(\$1,931,224)	(5.90%)
Pass-Through Grants	\$25,884,660	\$32,721,480	\$30,790,256	(\$1.931.224)	(5.90%)



20 Pass-Through Grants **Department:**

<u>Dept. Director:</u> Janelle Sgrignoli, Peter Hahn

Financial Consultant: Wanda Johnson

Financial Resources -**Expenditure (FUND):**

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Human Services Program	\$25,717,854	\$32,522,980	\$30,579,356	(\$1,943,624)	(5.98%)
Grant Control	\$166,806	\$198,500	\$210,900	\$12,400	6.25%
Pass-Through Grants	\$25,884,660	\$32,721,480	\$30,790,256	(\$1,931,224)	(5.90%)



Fund: 124 Human Services Programs Division: 002 Children's Services

Department: 20 Pass-Through Grants **Program:** 020 Pass-Through Grants

Program Description: These funds are passed through to qualified agencies throughout Snohomish County to provide

children's services to clients. For more information, refer to the program descriptions for Human Services Programs Fund 124, Department 04 Human Services, Children's Services Division 002.

Program Changes: None

<u>Budget Changes:</u> In 2003, the budget for Pass-Through Grants in division 002 decreased from the 2002 authorization.

This is due to the elimination of the STOP grant, partially offset by a budget increase in grant funds for

Early Childhood Education and Assistance Program (ECEAP).

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$2,840,455	\$3,881,761	\$3,798,218	(\$83,543)	(2.15%)
Pass-Through Grants	\$2,840,455	\$3,881,761	\$3,798,218	(\$83,543)	(2.15%)



Fund: 124 Human Services Programs <u>Division:</u> 003 Aging

Department: 20 Pass-Through Grants **Program:** 020 Pass-Through Grants

Program Description: These funds are passed through to qualified agencies throughout Snohomish County to provide long

term care and aging services to clients. For more information, refer to the program descriptions for

Human Services Programs Fund 124, Department 04 Human Services, Aging Division 003.

Program Changes: None

<u>Budget Changes:</u> In 2003, the budget for Pass-Through Grants in division 003 increased from the 2002 authorization.

This is due to a budget increase in grant funds for the Long-Term Care and Aging, and Medicaid

Transportation programs.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$10,922,174	\$11,383,398	\$15,488,252	\$4,104,854	36.06%
Pass-Through Grants	\$10,922,174	\$11.383.398	\$15,488,252	\$4,104,854	36.06%



Fund: 124 Human Services Programs Division: 004 Alcohol & Other Drugs & Community

20 Pass-Through Grants Program: 020 Pass-Through Grants **Department:**

These funds are passed through to qualified agencies throughout Snohomish County to provide **Program Description:**

community services, homeless services to clients and alcohol and other drug services to clients. For more information, refer to the program descriptions for Human Services Programs Fund 124,

Department 04 Human Services, Alcohol & Other Drugs & Community Service Division 004.

None. **Program Changes:**

In 2003, the budget for Pass-Through Grants in division 004 decreased over the 2002 authorization. **Budget Changes:**

This is due primarily to the fact that the Fiscal Agency for WIA was transferred to the Workforce

Development Council (WDC) effective April 1, 2002.

Staffing Resources:

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$7,807,882	\$11,613,285	\$5,259,634	(\$6,353,651)	(54.71%)
Pass-Through Grants	\$7,807,882	\$11,613,285	\$5,259,634	(\$6,353,651)	(54.71%)



Fund: 124 Human Services Programs <u>Division:</u> 005 Pass-Through Grants

Department: 20 Pass-Through Grants **Program:** 020 Pass-Through Grants

Program Description: These funds are passed through to qualified agencies throughout Snohomish County to provide mental

health services and developmental disabilities services to clients. For more information, refer to the program descriptions for Human Services Programs Fund 124, Department 04 Human Services,

Division 005 Mental Health/Developmental Disabilities.

Program Changes: None.

<u>Budget Changes:</u> In 2003, the budget for Pass-Through Grants in division 004 increased over the 2002 authorization.

This is due primarily to a budget increase in grant funds for Developmental Disabilities.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$4,147,343	\$5,644,536	\$6,033,252	\$388,716	6.89%
Pass-Through Grants	\$4,147,343	\$5,644,536	\$6,033,252	\$388,716	6.89%



Fund: 130 Wa State Energy Office <u>Division:</u> 610 OSM

Department: 20 Pass-Through Grants Program: 687 Pass-Through Public Works

Program Description: The 1991 Commute Trip Reduction (CTR) law required Snohomish County to adopt an ordinance

which requires employers with over 100 full-time employees to implement commute trip reduction measures. The county, through an intergovernmental agreement, serves as the liaison for the

Washington State Transportation Department (WSDOT) in allocating and disbursing state funds to the

cities and transit to support this program.

This fund is used to "pass though" the funds from WSDOT on a reimbursement basis after the cities and

transit have submitted status reports for work completed.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$166,806	\$198,500	\$210,900	\$12,400	6.25%
Pass-Through Public W	\$166,806	\$198,500	\$210,900	\$12,400	6.25%



21 Airport **Department:**

Dept. Director: Dave Waggoner

Financial Consultant: Mambo Emedi

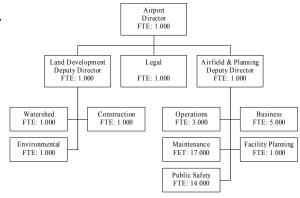
Mission Statement: The mission of the Snohomish County Airport (Paine Field) is to contribute to the economic

vitality and quality of life of the region. This is accomplished by providing high quality aviation and industrial services, facilities, and interaction with customers. Customers include airfield tenants and users, neighbors, the people of Snohomish County, and the worldwide aviation

community.

Legislative Authority: RCW 14.08 Municipal Airports - 1945 Act

Organization Chart:



Service Provided: The Snohomish County Airport (Paine Field) is a major general aviation facility and industrial park serving the Puget Sound Region. Classified as a reliever airport to Sea-Tac by the FAA, Paine Field has 500 based aircraft and 200,000 aircraft takeoffs and landings per year. There are approximately 55 businesses, employing 3,250 people, operating at the Airport. These businesses provide a full array of aviation services, ranging from small one-person operations to Goodrich, which employs more than 2,200 people. Additionally, more than 25,000 people are currently employed at the Everett Boeing facility. The Airport is self-supporting and uses its own funds for contingencies and future development requirements. Aviation related capital improvements on the Airport are eligible for 90% grant funding from the FAA administered Airport Improvement Program.

Budget Drivers: The following budget drivers are influencing or requiring certain funding levels in this budget:

- 1. Maintain airport safety standards and FAA requirements to provide a safe environment for aviation, industry and employees.
- 2. Interact with the Airport community to continue to enhance the Airport's public image.
- 3. Enhance customer satisfaction through necessary services, maintenance, and support provided by the Airport's staff.
- 4. Increase long-term revenue and asset base at the Airport by responding to existing and prospective customer need which results in increased economic development, growth, and vitality for the County.

Major Projects: The following major projects or issues are included or addressed in this year's budgeting process:

- 1. Increase Airport asset base and management of the new T-Hangar facility project completed at the end of 2002/early 2003 which will expand general aviation capabilities and accommodate market demand for these hangars.
- 2. Complete several FAA funded capital programs including runway pavement repairs, airfield



21 Airport **Department:**

Dept. Director: Dave Waggoner

Financial Consultant: Mambo Emedi

lighting, obstruction removal and completion of T-Hangar access.

- 3. On-going maintenance and upgrading of existing buildings to current code to preserve facility assets. Responds to needs of existing tenants for space expansion at the Airport and results in increased revenues and ensures market rate future rents.
- 4. Continued work on the Airport's sewer improvement project to provide sanitary sewer service to inner and outer ramp areas to allow for future aviation development (including the ongoing FAA funded Tower project) at the Airport.

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Airport	41.000	46.000	46.000	47.000	1.000
Airport	41 000	46 000	46 000	47 000	1 000

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$5,771,145	\$987,852	(\$4,783,293)	(82.88%)
Intergovernmental Reven	\$6,558	\$2,902,500	\$2,452,500	(\$450,000)	(15.50%)
Charges For Services	\$7,610,787	\$8,222,871	\$8,327,775	\$104,904	1.28%
Miscellaneous Revenues	\$314,362	\$191,396	\$110,000	(\$81,396)	(42.53%)
Non-Revenues	\$13,075,000	\$1,700,000	\$1,000,000	(\$700,000)	(41.18%)
Operating Transfers In	\$0	\$2,200,000	\$0	(\$2,200,000)	(100.00%)
Airport	\$21,006,706	\$20.987.912	\$12,878,127	(\$8.109.785)	(38.64%)

Financial Resources -**Expenditure (Class):**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$2,200,000	\$7,340	(\$2,192,660)	(99.67%)
Salaries	\$2,573,977	\$2,695,650	\$2,786,974	\$91,324	3.39%
Personnel Benefits	\$557,897	\$601,596	\$667,750	\$66,154	11.00%
Supplies	\$502,811	\$375,000	\$435,000	\$60,000	16.00%
Other Services And Char	\$1,471,460	\$1,703,835	\$1,647,835	(\$56,000)	(3.29%)
Interfund Services	\$58,837	\$73,080	\$67,822	(\$5,258)	(7.19%)
Capital Outlays	\$5,541,049	\$10,550,000	\$4,530,000	(\$6,020,000)	(57.06%)
Debt Service: Principal	\$399,904	\$614,240	\$823,510	\$209,270	34.07%
Debt Service: Interest &	\$658,942	\$1,402,237	\$1,052,093	(\$350,144)	(24.97%)
Interfund Payments for S	\$947,527	\$772,274	\$859,803	\$87,529	11.33%
Airport	\$12,712,404	\$20.987.912	\$12,878,127	(\$8.109.785)	(38.64%)

Financial Resources -**Expenditure (FUND):**

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Airport	\$12,712,404	\$20,987,912	\$12,878,127	(\$8,109,785)	(38.64%)
Airport	\$12,712,404	\$20,987,912	\$12.878.127	(\$8,109,785)	(38.64%)



Fund: 410 Airport Operation & Maint. <u>Division:</u> 100 Airport

Department: 21 Airport **Program:** 680 Operations-General

Program Description:

The department has one program: to operate Snohomish County Airport safely and efficiently for the benefit of Snohomish County's citizens and for the clients and tenants of Paine Field. The Airport has three areas of emphasis, which are Administration, Maintenance, and Fire/Security.

Airport Administration includes the Airport Director, the Business Office, Operations, Planning, Environmental, and Real Estate Development. It oversees and manages budget, payroll, accounting, receivables, airfield certification and operations, hangar leasing, airfield construction, environmental inspection and compliance, maintenance, planning, and capital improvements. Airport Maintenance maintains all facilities, landscaping, plows snow, sweeps the airfield, and conducts FAA-required inspections of the air operations area. The Fire Fighting and Security unit at Paine Field is one of the few in the state responsible for aircraft rescue and fire fighting, structural fire fighting, emergency medical response, and security functions. The Airport has also developed a Paine Field Fire Equipment Maintenance Program to meet the new higher standards for fire trucks and equipment and currently have three adjoining municipalities participating in this program.

Our goal is to contribute to the economic vitality and the quality of life of the region. We do this by providing high-quality aviation and industrial services and facilities for our customers, Our customers are the airfield tenants and users, our neighbors, the people of Snohomish County, and the worldwide aviation community. The Airport constantly strives to provide a safe environment for aviation and industrial activities and respond to any incidents or accidents.

Program Changes:

None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Operations-General	41.000	46.000	46.000	47.000	1.000

Financial Resources -Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$2,200,000	\$7,340	(\$2,192,660)	(99.67%)
Salaries	\$2,573,977	\$2,695,650	\$2,786,974	\$91,324	3.39%
Personnel Benefits	\$557,897	\$601,596	\$667,750	\$66,154	11.00%
Supplies	\$502,811	\$375,000	\$435,000	\$60,000	16.00%
Other Services And Char	\$1,471,460	\$1,703,835	\$1,647,835	(\$56,000)	(3.29%)
Interfund Services	\$58,837	\$73,080	\$67,822	(\$5,258)	(7.19%)
Capital Outlays	\$5,541,049	\$10,550,000	\$4,530,000	(\$6,020,000)	(57.06%)
Debt Service: Principal	\$399,904	\$614,240	\$823,510	\$209,270	34.07%
Debt Service: Interest &	\$658,942	\$1,402,237	\$1,052,093	(\$350,144)	(24.97%)
Interfund Payments for S	\$946,133	\$772,274	\$859,803	\$87,529	11.33%
Operations-General	\$12,711,009	\$20,987,912	\$12,878,127	(\$8,109,785)	(38.64%)



22 Treasurer **Department:**

Dept. Director: Bob Dantini

Financial Consultant: Wanda Johnson

Mission Statement: The mission of the Treasurer's Office is to protect, manage and safely invest taxpayer dollars of

Snohomish County government, Special Purpose Districts, and Local Improvement Districts

through equitable and efficient administration of tax billings, collections and distributions.

The primary duties and legal restrictions of the County Treasurer are defined under Title 36.29 of **Legislative Authority:**

the Revised Code of Washington (RCW). Numerous other statutes pertain to other duties and are found under various titles in the code. The Treasurer is part of the Executive Branch of county

government.

Organization Chart:



Service Provided: Tax Administration - All tasks related to billing / collection of property tax, real estate excise tax affidavit processing, special assessments and surface water fees; maintain changes to current year tax roll, and respond to customer inquiries for information and research.

> Revenue Collection - Extraordinary collection related to delinquent taxes associated with bankruptcy, foreclosure and personal property distraint.

Cash Management - Lock box processing of tax statements and payments, centralized cash and revenue collecting for County and Special Purpose Districts; monitoring bank balances, receipts and disbursement to maximize available resources; monitoring and analyzing of bank concentration account; monitoring of all incoming and outgoing wire transfers; set up and maintainence of all ACH payment collections; assist with set up of all credit card acceptance programs in other county offices; co-ordinate and provide banking services for county and special purpose districts.

Investments - Safely maximize returns on invested funds of the County and Special Purpose Districts while maintaining sufficient liquidity to meet current and future obligations.

Debt Management - Provide administrative support, complete records and transcripts; complete accurate cash transfers to pay all County and Special Purpose Districts' current and refunded debt issues.

Accounting/Reporting - School district warrant reconciliation, cash, debt, and investment reports, investment account information to finance department, preparation of debt management schedule, data entry for all revenue transactions, bank account reconciliation, issuance of interest bearing warrants and/or special loan provisions, and timely revenue distributions.



Department: 22 Treasurer

Dept. Director: Bob Dantini

Financial Consultant: Wanda Johnson

Budget Drivers: Total number of tax parcels, creation of tax parcels, level of real estate sales.

Conversion and implementation of Investments to Ascend 3.1

Workload backlog has shifted from the Assessor to the Treasurer's Office as a result of Assessor staff emphasis on segregation's and exemptions. Treasurer processing of the backlog will slow as a result of proposed cuts to staff and to overtime and extra help.

County growth results in greater workload and corresponding operating costs throughout the office.

Major Projects:

Continue to offer automatic payment through ACH. This has been done with no additional staff and we now have 2500 accounts signed up.

Partnered with DIS for conversion and implementation of Ascend Investment Accounting Software Module.

Partnered with DIS to implement on-line cash and investment informatin which will reduce customer traffic, phone calls and paper work.

Continued development of technology assisted methods of information and service delivery: **Enhancement of the Treasurer's web site for public access to non-confidential tax information, as well as forms and self help information.

**On line access to tax related information through the Treasurer's web site and the IVR phone system.

Continue to work with the Certificate of Participation financing program in partnership with Washington State Treasurer's Office.

Actively participate in the Campus Planning Group and Customer Service Subcommittee.

Incorporate recommendations made by the Economic Stimulus Task Force and the Customer Service Subcommittee to further enhance customer service.

Integration of various computer reports with the countywide financial system, Cayenta, and a new report system, Acctuate.

Budget Changes:

.5 FTE will be cut from the budget for 2003. The reduced FTE is involved with processing Real Estate Excise Affadavits. However, due to additional revenues from the new Passport program this reduction will be offset by increased overtime and extra help.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	32.000	33.000	33.000	32.500	-0.500
Treasurer	32,000	33,000	33,000	32,500	-0.500



Department: 22 Treasurer

Dept. Director: Bob Dantini

Financial Consultant: Wanda Johnson

Financial Resources - Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Taxes	\$5,824,247	\$5,441,692	\$6,306,197	\$864,505	15.89%
Charges For Services	\$41,132	\$31,477	\$33,479	\$2,002	6.36%
Miscellaneous Revenues	\$8,028,619	\$5,356,890	\$4,131,122	(\$1,225,768)	(22.88%)
Operating Transfers In	\$75,640	\$78,226	\$83,702	\$5,476	7.00%
Treasurer	\$13,969,637	\$10.908.285	\$10,554,500	(\$353.785)	(3.24%)

<u>Financial Resources -</u> <u>Expenditure (Class):</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,376,334	\$1,458,933	\$1,508,879	\$49,946	3.42%
Personnel Benefits	\$362,836	\$358,890	\$406,761	\$47,871	13.34%
Supplies	\$42,588	\$66,000	\$66,000	\$0	.00%
Other Services And Char	\$111,645	\$126,263	\$125,063	(\$1,200)	(.95%)
Interfund Payments for S	\$892,392	\$846,674	\$925,800	\$79,126	9.35%
Treasurer	\$2,785,796	\$2,856,760	\$3,032,503	\$175,743	6.15%

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$2,785,796	\$2,856,760	\$3,032,503	\$175,743	6.15%
Treasurer	\$2,785,796	\$2,856,760	\$3,032,503	\$175,743	6.15%



Fund: 002 General Fund Division: 200 Treasurer

Department: 22 Treasurer **Program:** 410 Administration

Program Description: The Treasurer's Office provides services in two broad categories for the county and special purpose tax

districts: tax administration and financial administration. Tax administration encompasses efficient administration of tax and special assessment billings, collections, and distributions. This includes real and personal property taxes, assessments, excise taxes, and special levies. Financial Management includes cash and debt management, investing, managed banking services, warrant payment processing,

financial reporting, and accounting.

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	32.000	33.000	33.000	32.500	-0.500

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
	Salaries	\$1,376,334	\$1,458,933	\$1,508,879	\$49,946	3.42%
	Personnel Benefits	\$362,836	\$358,890	\$406,761	\$47,871	13.34%
	Supplies	\$42,588	\$66,000	\$66,000	\$0	.00%
	Other Services And Char	\$111,645	\$126,263	\$125,063	(\$1,200)	(.95%)
	Interfund Payments for S	\$892,392	\$846,674	\$925,800	\$79,126	9.35%
	Administration	\$2,785,796	\$2,856,760	\$3,032,503	\$175,743	6.15%



24 District Court **Department:**

Dept. Director: William Fosbre

Financial Consultant: Wanda Johnson

The mission of the District Court is to fairly, effectively, and efficiently adjucate all matters filed **Mission Statement:**

with the Court.

The District Court is divided into a court clerical operations department and a court probation department. The mission of the Court's clerical operations department is to keep and maintain accurate records of all judicial proceedings, to cause to be implemented judicial orders, and to collect and to disburse revenues.

The mission of the Probation Department of the District Court is to gather, evaluate, and provide complete and accurate information for the purpose of making recommendations for sentencing to the District Court. The Probation Department insures accurate and reliable monitoring and reporting of each adjudicated defendant's compliance with conditions of sentence.

Legislative Authority: Justice Court Act of 1961

Article IV, Section 1 of the State Constitution

RCW 3 - District Courts - Courts of Limited Jurisdiction

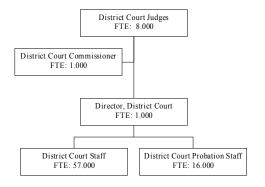
RCW 10 - Criminal Procedure

RCW 12 - District Courts - Civil Procedures

RCW 46 - Motor Vehicles

RCW 9 - Crimes and Punishments, Chapter 9.95

Organization Chart:



Service Provided: The District Court provides limited jurisdiction court services for all misdemeanor criminal cases, traffic infractions, civil cases up to \$50,000, and small claims cases up to \$4,000.

> These services are accomplished via judicial actions, public interaction at the court operations level, telephone, fax, e-mail and U.S. Mail.

District Court services revolve around case adjudication, record keeping, sentence implementation, revenue assessment, revenue collection and legal action reporting.

The District Court Probation Department, a department of the District Court, is responsible for providing sentencing information to judicial officers and for supervising individuals convicted and placed on probation. Intensive probation is essential for public safety and increased compliance with conditions of sentences.



24 District Court **Department:**

Dept. Director: William Fosbre

Financial Consultant: Wanda Johnson

Budget Drivers: The requirement to organize and implement a consolidated District Court.

The necessity of securing adequate funding to accomplish the primary goal of court consolidation.

The goal of increasing sentence compliance via enhanced probaion supervision.

The goal of increasing collection efforts to improve delinquent fine, fee and penalty payments.

Overall operational enhancements to geneerate additional revenue collections via internal procedural modifications to make more likely the payment of monies assessed and obligated to the Court.

Major Projects: A major continuing project involved in court consolidation is the design and implementation of consolidated court forms. The District Court utilizes over one hundred different forms. The goals are: to consolidate individual forms into multi-use forms as possible; standardize forms' content; implement the consolidated/standardized forms in the entire Court.

> As we continue to consolidate and standardize forms we are able to also standardize court procedures. This is resulting in procedural consistency that will facilitate the sharing, when beneficial, of staff among the four divisions as the procedures will be the same.

Financial system standardization is an essential project. This involves utilizing one financial institution, standardized accounting procedures and standardized forms. We have commenced the use of one financial institution and the implementation of cross-cashiering at all Divisions. Cross-cashiering allows for the payment at any division of any monies assessed at any division, thus providing the public with four locations at which monies may be received. We are expanding from MasterCard and Visa to also include Discover and American Express and debit cards as five charge cards authorized for payment of financial obligations.

An additional major project is the implementation of the long-range organization plan for the District Court. The goal is to create a standard staffing pattern implemented in every Division. This involves: an analysis of all current business practices (what we do, how we do it, why do we do it, is it necessary to do, should we do it, etc); determination of the best business practices; implementation of said business practices.

The Probation Department Probation Case Management system has been implemented and has resulted in information utilization between and among all Divisions of the Court. This is essential to the standardization of probation procedures, the successful implementation of enhanced case supervision, and increased probation revenue. PCM is demonstrating that the sharing of defendant information among the four court divisions is critical to case consolidation and disposition.

The District Court has expanded the video jail calendar to the Cascade Division, resulting in a sharp reduction in Corrections transport to the Cascade Division. This expansion will also result in increased Court efficiencies, including more timely case dispositions as more case processing is conducted via video.



Department: 24 District Court

Dept. Director: William Fosbre

Financial Consultant: Wanda Johnson

The District Court has commenced implementation of contested and mitigation traffic infraction cases by U.S. Mail, an option afforded all such defendants. This will result in: easier public access to the Court by reducing the number of Court appearances; facilitate improved calendar

management.

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	86.000	87.000	87.000	83.000	-4.000
District Court	86.000	87.000	87.000	83.000	-4.000

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Intergovernmental Reven	\$437,296	\$445,173	\$429,364	(\$15,809)	(3.55%)
Charges For Services	\$1,282,576	\$1,302,743	\$1,331,349	\$28,606	2.20%
Fines And Forfeits	\$3,253,148	\$3,383,413	\$3,744,418	\$361,005	10.67%
Miscellaneous Revenues	\$98,274	\$106,502	\$87,566	(\$18,936)	(17.78%)
Non-Revenues	\$168,264	\$170,968	\$516,139	\$345,171	201.89%
District Court	\$5,239,559	\$5,408,799	\$6,108,836	\$700.037	12.94%

<u>Financial Resources -</u> Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$4,124,494	\$4,244,674	\$4,284,955	\$40,281	.95%
Personnel Benefits	\$1,037,151	\$1,019,164	\$1,086,757	\$67,593	6.63%
Supplies	\$107,953	\$99,285	\$99,285	\$0	.00%
Other Services And Char	\$374,022	\$395,199	\$456,669	\$61,470	15.55%
Capital Outlays	\$69,691	\$0	\$0	\$0	.00%
Interfund Payments for S	\$587,561	\$515,884	\$639,987	\$124,103	24.06%
District Court	\$6,300,872	\$6,274,206	\$6,567,653	\$293,447	4.68%

<u>Financial Resources -</u> Expenditure (FUND):

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$6,300,872	\$6,274,206	\$6,567,653	\$293,447	4.68%
District Court	\$6.300.872	\$6.274.206	\$6,567,653	\$293,447	4.68%



Fund: 002 General Fund <u>Division:</u> 401 District Court

Department: 24 District Court Program: 240 District Court

Program Description: As a court of limited jurisdiction, the District Court is responsible for the adjudication of all criminal

and civil actions filed within the Court's jurisdiction and venue. The Court must comply with all state, county, city and town laws, ordinances, and statutes and with the Constitutions of the United States and

the State of Washington.

Program Changes: None.

Budget Changes: As a result of the extensive re-organization efforts, District Court was able to cut and down-grade

several positions in 2003. These reductions help offset other increases.

Staffing Resources:

2001 2002 4/30/02 2003 Change from **Program Name** Adopted Adopted Actual Adopted '02 Adopted District Court 70.000 70.000 70.000 67.000 -3.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$3,528,753	\$3,547,042	\$3,595,591	\$48,549	1.37%
Personnel Benefits	\$878,213	\$839,539	\$895,741	\$56,202	6.69%
Supplies	\$72,904	\$86,285	\$86,285	\$0	.00%
Other Services And Char	\$272,710	\$306,236	\$351,687	\$45,451	14.84%
Capital Outlays	\$31,664	\$0	\$0	\$0	.00%
Interfund Payments for S	\$483,569	\$403,324	\$508,083	\$104,759	25.97%
District Court	\$5,267,813	\$5,182,426	\$5,437,387	\$254,961	4.92%



Fund: 002 General Fund Division: 401 District Court

Department: 24 District Court **Program:** 330 District Court Probation

Program Description:

The primary responsibility of the Probation Department is to provide diagnostic and monitoring information to the Judges concerning individuals appearing before the Court. The department staff gathers, evaluates and provides the Judges with current data essential for the pre-trial and post-trial functions of the Court. The department officers recommend treatment and/or counseling programs tailored to an individual's needs, as alternatives to incarceration. Statistics have shown that probation services cost approximately one-tenth of the costs of incarceration, yet prove to be as effective in reducing repeat offenses.

Program Changes: None.

Budget Changes: The anticipated expenditures for 2003 exceeded the 2003 revenue projections. The judges are committed to maintaining this program as self supporting. Therefore, they reduced 1 FTE.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
District Court Probation	16.000	17.000	17.000	16.000	-1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$595,741	\$697,632	\$689,364	(\$8,268)	(1.19%)
Personnel Benefits	\$158,938	\$179,625	\$191,016	\$11,391	6.34%
Supplies	\$35,049	\$13,000	\$13,000	\$0	.00%
Other Services And Char	\$101,312	\$88,963	\$104,982	\$16,019	18.01%
Capital Outlays	\$38,027	\$0	\$0	\$0	.00%
Interfund Payments for S	\$103,992	\$112,560	\$131,904	\$19,344	17.19%
District Court Probatio	\$1,033,059	\$1,091,780	\$1,130,266	\$38,486	3.53%



Department: 30 Sheriff

Dept. Director: Rick Bart

Financial Consultant: Brian Haseleu

Mission Statement: The mission of the Sheriff's Office is to keep the peace, reduce crime, and improve the quality of

life through community partnerships.

Legislative Authority: Following is only a partial list of applicable statutes:

RCW 2.08 -- Superior Courts (Process)

RCW 4.14 -- Removal of Certain Actions to Superior Court -Attached Property - Custody

RCW 4.44 -- Trial (Deposits in Court - Enforcement of Order)

RCW 5.56 -- Witnesses - Compelling Attendance

RCW 6.17 -- Executions

RCW 6.19 -- Adverse Claims to Property Levied On

RCW 6.21 -- Sales under Execution

RCW 6.32 -- Proceedings Supplemental to Execution RCW 7.08 -- Assignment of Benefit for Creditors

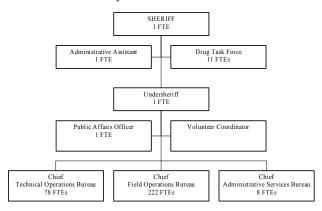
RCW 7.36 -- Habeas Corpus RCW 7.40 -- Injunctions

RCW 7.42 -- Injunctions - Obscene Materials

RCW 7.48 -- Nuisances RCW 7.64 -- Replevin

RCW 36.28-- County Sheriff

Organization Chart:



Service Provided:

The Sheriff's Office budget is comprised of five funds and eighteen program areas through which the following primary services are provided:

Administration - leadership, policy development and public information;

Administrative Services - Oversight and administration responsibility for Fiscal and Human Resources divisions, budget, accounting, grants, planning, crime analysis, professional standards: Field Operations - Oversight responsibility for patrol and special operations divisions, special teams such as emergency response, civil disturbance, dive, marine reserves, bomb, and forest patrol;

Investigations - major crimes, special investigations (crimes vs. children), general investigations (fraud, polygraph, sex offender registration, computer forensics), habitual offenders, and judicial service;

Patrol - patrol, K-9, community service, crime prevention, domestic violence investigations, neighborhood drug houses, and volunteers;

Narcotics Enforcement - drug investigations (General Fund)



30 Sheriff **Department:**

Dept. Director: Rick Bart

Financial Consultant: Brian Haseleu

Law Enforcement Contracts - contract law enforcement services to cities (Gold Bar, Index, Stanwood, Darrington, Everett, Monroe, Arlington), other county departments, (Airport, Parks) the state and federal government;

Collision Investigation - traffic enforcement, collision investigation, DUI enforcement;

Animal Control - enforcement of animal related laws and ordinances;

Technical Operations - Oversight and administration responsibility for Investigations and

Technical Services divisions;

School Resource - deputies in schools as school resource officers;

Training - employee training including firearms and emergency driving for skills enhancements and risk management;

Records - data entry into the Records Management System, computer entry of warrants, crime reports, file management;

Evidence - processing, storage and disposition of found property and evidence for criminal cases; Search & Rescue - search, rescue, helicopter operation, and coordination SAR volunteers;

Civil - processing and storage of court orders and other documents;

Narcotics Task Force - drug investigations (grant funded) Narcotics Task Force II - drug investigations (grant funded)

Budget Drivers:

- The Sheriff's Office STRATEGIC PLAN calls for targeting drunk drivers, habitual offenders, and neighborhood drug houses with a community policing approach. Adequate staffing and facilities to support the Strategic Plan drive these budget requests.
- REVENUE GENERATION is also driving this budget request. This has heretofore not been a concern of the Sheriff's Office. The Sheriff now understands that, in this tight economy, he must do whatever he can to help offset the costs of the enhancements he is requesting.
- Enhancements that DO NOT create a bow-wave effect on the remainder of the criminal justice system is also driving the FTE requests seen in this budget request.
- A SIGNIFICANT CHANGE in this budget request is the abandonment of requests for FTEs based on the Corona Staff Wizard Software calculations. The Sheriff understands the concern for impacts on the rest of the criminal justice system when deputy sheriffs are added to traditional patrol duties. All FTE requests in the 2003 budget are for support, investigative and midmanagent needs left unmet for many years.

- Major Projects: The Department is working with Facilities Management and the Campus Redevelopment Initiative Team, to address the following Facility type needs: Evidence vehicle impound lot, Firearms training facility, Evidence Control Facility and the relocation of Headquarters.
 - -The introduction of a Motorcycle Traffic Enforcement Unit is being tested in late 2002 with hopes of expansion in the 2003 budget year. This initiavive is expected to result in a decrease in injurious traffic collisions while at the same time increase revenues to the general fund.
 - -A second revenue generating initiative is the introduction of amendments to the county ordinance regarding false alarms.

Budget Changes: - A 6 Officer Motorcycle Unit added for traffic enforcement with the goal of reducing injury causing collisions on County roadways.



Department: 30 Sheriff

Dept. Director: Rick Bart

Financial Consultant: Brian Haseleu

- 4 investigations Detectives added

- 4 Vacant JSO/CSO positions converted to 2 Depuites and 2 Law Enforcement Technicians
- Continuation of 4 Deputies added per FTE motion in 2002
- Reduction of 3 Evidence Control Technicians at the new Evidence Facility without the contract with the City of Everett. (budget note to evaluate mid year)

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	303.000	308.000	312.000	319.000	11.000
Grant Control	3.000	4.000	4.000	4.000	0.000
Sheriff	306.000	312.000	316.000	323.000	11.000

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$0	\$3,000	\$3,000	100.00%
Taxes	\$1,598,710	\$1,814,860	\$1,786,593	(\$28,267)	(1.56%)
Licenses And Permits	\$1,270	\$32,064	\$1,289	(\$30,775)	(95.98%)
Intergovernmental Reven	\$3,355,063	\$3,406,432	\$3,359,416	(\$47,016)	(1.38%)
Charges For Services	\$128,951	\$143,336	\$879,549	\$736,213	513.63%
Fines And Forfeits	\$562,244	\$228,605	\$220,917	(\$7,688)	(3.36%)
Miscellaneous Revenues	\$1,252,383	\$220,298	\$760,486	\$540,188	245.21%
Operating Transfers In	\$1,865,517	\$1,944,119	\$1,967,297	\$23,178	1.19%
Sheriff	\$8.764.138	\$7,789,714	\$8,978,547	\$1.188.833	15.26%

<u>Financial Resources -</u> Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$17,708,632	\$18,733,228	\$19,814,883	\$1,081,655	5.77%
Personnel Benefits	\$4,690,311	\$4,709,164	\$5,319,390	\$610,226	12.96%
Supplies	\$400,683	\$444,088	\$482,845	\$38,757	8.73%
Other Services And Char	\$5,536,958	\$4,711,152	\$4,909,963	\$198,811	4.22%
Interfund Services	\$181,985	\$343,283	\$413,013	\$69,730	20.31%
Capital Outlays	\$747,503	\$308,377	\$514,716	\$206,339	66.91%
Interfund Payments for S	\$4,744,029	\$5,212,242	\$6,430,761	\$1,218,519	23.38%
Sheriff	\$34,010,101	\$34.461.534	\$37,885,571	\$3,424,037	9.94%

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$31,107,853	\$32,639,374	\$36,003,879	\$3,364,505	10.31%
Extradition Services	\$3,439	\$0	\$0	\$0	.00%
Grant Control	\$2,072,066	\$1,209,760	\$1,235,592	\$25,832	2.14%
Search and Rescue Helic	\$0	\$2,000	\$2,000	\$0	.00%
Sheriff Drug Buy	\$714,555	\$520,400	\$554,100	\$33,700	6.48%
Boating Safety	\$112,189	\$90,000	\$90,000	\$0	.00%



Department: 30 Sheriff

Dept. Director: Rick Bart

Financial Consultant: Brian Haseleu

Sheriff \$34.010.101 \$34.461.534 \$37.885.571 \$3.424.037 9.94%



Fund: 002 General Fund Division: 002 Administration

Department: 30 Sheriff **Program:** 110 Administration

Program Description: This program provides for overall leadership of the Sheriff's Office by setting it's mission, vision, goals

and policy.

Program Changes: None.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	4.000	4.000	4.000	4.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$330,055	\$329,439	\$337,992	\$8,553	2.60%
Personnel Benefits	\$79,789	\$69,217	\$75,091	\$5,874	8.49%
Supplies	\$6,271	\$6,000	\$7,500	\$1,500	25.00%
Other Services And Char	\$18,214	\$52,268	\$44,050	(\$8,218)	(15.72%)
Capital Outlays	\$5,000	\$0	\$0	\$0	.00%
Interfund Payments for S	\$758,810	\$791,677	\$1,127,654	\$335,977	42.44%
Administration	\$1,198,138	\$1,248,601	\$1,592,287	\$343,686	27.53%



Fund: 002 General Fund Division: 002 Administration

Department: 30 Sheriff **Program:** 111 Administrative Services

Program Description: This program provides for oversight of grants, budget, contracts, facilities, training, recruiting, hiring,

quartermaster (equipment issue), fleet management, planning, crime & data analysis, manuals & orders,

professional standards, internal affairs and accreditation.

Program Changes: None

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administrative Services	9.000	6.000	6.000	6.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$378,397	\$360,997	\$361,647	\$650	.18%
Personnel Benefits	\$97,323	\$80,565	\$85,027	\$4,462	5.54%
Supplies	\$0	\$5,000	\$8,500	\$3,500	70.00%
Capital Outlays	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$0	\$29,480	\$30,000	\$520	1.76%
Administrative Services	\$475,721	\$476,042	\$485,174	\$9,132	1.92%



<u>Fund:</u> 002 General Fund <u>Division:</u> 003 Field Operations

Department: 30 Sheriff **Program:** 113 Field Operations

Program Description: This program provides for leadership and oversight of the patrol and special operations divisions.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Field Operations	1.000	3.000	3.000	3.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$252,953	\$283,525	\$289,656	\$6,131	2.16%
Personnel Benefits	\$358,205	\$310,174	\$453,464	\$143,290	46.20%
Supplies	\$133,050	\$50,000	\$35,000	(\$15,000)	(30.00%)
Other Services And Char	\$922,245	\$1,008,307	\$960,498	(\$47,809)	(4.74%)
Interfund Services	\$181,985	\$180,883	\$190,638	\$9,755	5.39%
Capital Outlays	\$158,869	\$0	\$104,200	\$104,200	100.00%
Interfund Payments for S	\$3,202,659	\$1,598,442	\$2,507,961	\$909,519	56.90%
Field Operations	\$5.209.965	\$3,431,331	\$4.541.417	\$1.110.086	32.35%



Fund: 002 General Fund <u>Division:</u> 003 Field Operations

Department: 30 Sheriff **Program:** 121 Investigation

Program Description: This program provides for felony level follow-up of all major crimes including homicide and assaults;

special investigations (crimes against children); general investigations including fraud, polygraph

examinations, sex offender registration, habitual offenders and judicial service.

Program Changes: None

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Pi	rogram Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Investig	ation	24.000	34.000	34.000	38.000	4.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,255,530	\$1,929,680	\$2,111,913	\$182,233	9.44%
Personnel Benefits	\$320,257	\$470,219	\$556,154	\$85,935	18.28%
Supplies	\$0	\$25,315	\$59,550	\$34,235	135.24%
Other Services And Char	\$0	\$8,000	\$8,000	\$0	.00%
Interfund Payments for S	\$0	\$205,877	\$230,800	\$24,923	12.11%
Investigation	\$1,575,787	\$2,639,091	\$2,966,417	\$327,326	12.40%



Fund: 002 General Fund Division: 003 Field Operations

Department: 30 Sheriff **Program:** 122 Patrol

Program Description: This program delivers services including patrol, property crimes detectives, general traffic enforcement,

crime prevention officers, contract service delivery, K-9, domestic violence investigation, neighborhood

drug house intervention, volunteer services, and school resource officers.

Program Changes: None

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program N	2001 Jame Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Patrol	148.	000 165.000	172.000	170.000	5.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$9,514,277	\$10,527,622	\$11,139,397	\$611,775	5.81%
Personnel Benefits	\$2,267,762	\$2,512,042	\$2,717,128	\$205,086	8.16%
Supplies	\$157	\$115,151	\$145,500	\$30,349	26.36%
Other Services And Char	\$121	\$34,812	\$34,812	\$0	.00%
Capital Outlays	\$0	\$66,758	\$102,260	\$35,502	53.18%
Interfund Payments for S	\$0	\$1,484,145	\$1,476,759	(\$7,386)	(.50%)
Patrol	\$11,782,318	\$14,740,530	\$15,615,856	\$875,326	5.94%



Fund: 002 General Fund <u>Division:</u> 003 Field Operations

Department: 30 Sheriff **Program:** 123 Narcotics Enforcement

Program Description: This program provides for the bulk of the County's contribution to drug enforcement efforts conducted

by the Snohomish Regional Drug Task Force.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Narcotics Enforcement	4.000	7.000	7.000	7.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$250,617	\$455,769	\$458,624	\$2,855	.63%
Personnel Benefits	\$62,098	\$105,412	\$107,047	\$1,635	1.55%
Supplies	\$56,961	\$0	\$0	\$0	.00%
Interfund Services	\$0	\$62,127	\$63,988	\$1,861	3.00%
Narcotics Enforcement	\$369,676	\$623,308	\$629,659	\$6,351	1.02%



Fund: 002 General Fund Division: 003 Field Operations

Department: 30 Sheriff **Program:** 125 Gambling Tax Enforcement

Budget Changes: Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Gambling Tax Enforcem	6.000	0.000		0.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$338,238	\$0	\$0	\$0	.00%
Personnel Benefits	\$89,263	\$0	\$0	\$0	.00%
Supplies	\$1,356	\$0	\$0	\$0	.00%
Other Services And Char	\$2,168	\$0	\$0	\$0	.00%
Interfund Payments for S	\$29,000	\$0	\$0	\$0	.00%
Gambling Tax Enforce	\$460,024	\$0	\$0	\$0	.00%



Fund: 002 General Fund Division: 003 Field Operations

Department: 30 Sheriff **Program:** 132 Law Enforcement - Contrac

Program Description:

This program provides for the delivery of contracted law enforcement services to other County departments and to other governments. Contracts are now in place with the U.S. Forest Service, The U. S. Department of Justice, the U. S. Navy, the Washington Traffic Safety Commission, the Washington Department of Corrections, the Washington Department of Information Services, the cities and towns of Index, Gold Bar, Darrington, Stanwood, Everett, Monroe, Lynnwood and Arlington; Whatcom County, Snohomish County Airport and Parks. This program also provides for numerous other contracts for services with private entities and non-profit organizations.

60 contracts are currently in place or are in the development stage.

Program Changes:

None.

Budget Changes:

Please refer to Department Overview for list of budget changes

Staffing Resources:

•	Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
	Law Enforcement - Contr	19.000	20.000	19.000	19.000	-1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,067,109	\$1,206,467	\$1,178,676	(\$27,791)	(2.30%)
Personnel Benefits	\$275,479	\$290,543	\$291,478	\$935	.32%
Supplies	\$0	\$10,893	\$8,871	(\$2,022)	(18.56%)
Other Services And Char	\$3,981	\$18,631	\$15,560	(\$3,071)	(16.48%)
Interfund Payments for S	\$134,675	\$240,164	\$241,000	\$836	.35%
Law Enforcement - Con	\$1,481,244	\$1,766,698	\$1,735,585	(\$31,113)	(1.76%)



<u>Fund:</u> 002 General Fund <u>Division:</u> 003 Field Operations

Department: 30 Sheriff **Program:** 170 Traffic Policing

Program Description: Motorcycle Unit

The purpose of this unit is primarily traffic enforcement with the goal of reducing injury causing

collisions on County roadways.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Traffic Policing	8.000	0.000		6.000	6.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$479,082	\$0	\$227,451	\$227,451	100.00%
Personnel Benefits	\$106,114	\$0	\$81,061	\$81,061	100.00%
Supplies	\$4,773	\$0	\$27,857	\$27,857	100.00%
Other Services And Char	\$8,305	\$0	\$6,000	\$6,000	100.00%
Interfund Payments for S	\$38,547	\$0	\$14,400	\$14,400	100.00%
Traffic Policing	\$636,821	\$0	\$356,769	\$356,769	100.00%



Fund: 002 General Fund <u>Division:</u> 003 Field Operations

Department: 30 Sheriff **Program:** 175 Collision Investigations

Program Description: This program provides for the investigation of all collisions on county roadways, traffic enforcement

and special emphasis such as DUI apprehension and child safety seat education.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Collision Investigations	12.000	13.000	13.000	13.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$616,092	\$769,434	\$776,436	\$7,002	.91%
Personnel Benefits	\$173,852	\$188,411	\$192,710	\$4,299	2.28%
Supplies	\$0	\$7,000	\$7,000	\$0	.00%
Other Services And Char	\$0	\$7,000	\$7,000	\$0	.00%
Interfund Payments for S	\$0	\$135,705	\$136,932	\$1,227	.90%
Collision Investigations	\$789,944	\$1,107,550	\$1,120,078	\$12,528	1.13%



<u>Fund:</u> 002 General Fund <u>Division:</u> 003 Field Operations

Department: 30 Sheriff **Program:** 930 Animal Control

Program Description: This program provides for the enforcement of animal related statutes and humane care for stray animals.

Program Changes: None.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Animal Control	4.000	4.000	4.000	4.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$207,606	\$195,212	\$228,768	\$33,556	17.19%
Personnel Benefits	\$51,099	\$46,082	\$57,315	\$11,233	24.38%
Interfund Payments for S	\$0	\$54,127	\$54,200	\$73	.13%
Animal Control	\$258,705	\$295,421	\$340,283	\$44,862	15.19%



Fund: 002 General Fund <u>Division:</u> 004 Technical Operations

Department: 30 Sheriff **Program:** 114 Technical Operations

Program Description: This program provides for leadership and oversight of the Investigations and Technical Services

divisions.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Technical Operations	3.000	4.000	4.000	4.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$222,863	\$276,785	\$308,312	\$31,527	11.39%
Personnel Benefits	\$50,756	\$64,275	\$73,211	\$8,936	13.90%
Supplies	\$82,499	\$35,000	\$35,000	\$0	.00%
Other Services And Char	\$177,426	\$202,179	\$207,497	\$5,318	2.63%
Capital Outlays	\$76,028	\$0	\$154,731	\$154,731	100.00%
Interfund Payments for S	\$450,894	\$362,525	\$425,929	\$63,404	17.49%
Technical Operations	\$1,060,466	\$940,764	\$1,204,680	\$263,916	28.05%



Fund: 002 General Fund <u>Division:</u> 004 Technical Operations

Department: 30 Sheriff **Program:** 128 School Resource Program

Program Description: This program provides for the placement of a deputy sheriff(s) on school campuses as school resource

officers. Education, role modeling and security are the goals.

Program Changes: None.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
School Resource Progra	9.000	3.000	1.000	1.000	-2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$526,245	\$178,796	\$73,508	(\$105,288)	(58.89%)
Personnel Benefits	\$135,221	\$44,088	\$18,534	(\$25,554)	(57.96%)
Supplies	\$433	\$23,410	\$609	(\$22,801)	(97.40%)
Interfund Payments for S	\$41,416	\$31,317	\$12,000	(\$19,317)	(61.68%)
School Resource Progra	\$703.315	\$277.611	\$104,651	(\$172,960)	(62.30%)



Fund: 002 General Fund <u>Division:</u> 004 Technical Operations

Department: 30 Sheriff **Program:** 140 Training

Program Description: This program provides for all Sheriff's Office training for the purpose of teaching, maintaining and

improving professional skills which in turn enhance community and employee safety and reduce the

County's liability exposure.

Program Changes: None

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Training	3.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$188,910	\$148,531	\$148,992	\$461	.31%
Personnel Benefits	\$45,554	\$31,714	\$34,384	\$2,670	8.42%
Supplies	\$42,419	\$45,000	\$47,000	\$2,000	4.44%
Other Services And Char	\$96,456	\$104,000	\$102,500	(\$1,500)	(1.44%)
Interfund Payments for S	\$2,950	\$1,000	\$0	(\$1,000)	(100.00%)
Training	\$376,289	\$330,245	\$332,876	\$2,631	.80%



Fund: 002 General Fund <u>Division:</u> 004 Technical Operations

Department: 30 Sheriff **Program:** 192 Records

Program Description: This program provides for the keeping of all Sheriff's Office incident reports, data entry into the

Records Management System (RMS) and state and federal criminal information systems including

arrest warrants, criminal history information and the issuance of various licenses.

Program Changes: None

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Records	46.000	22.000	22.000	24.000	2.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,505,403	\$777,049	\$864,380	\$87,331	11.24%
Personnel Benefits	\$450,885	\$213,052	\$277,739	\$64,687	30.36%
Supplies	\$0	\$16,500	\$16,500	\$0	.00%
Other Services And Char	\$0	\$2,000	\$2,000	\$0	.00%
Capital Outlays	\$597	\$0	\$0	\$0	.00%
Records	\$1,956,884	\$1,008,601	\$1,160,619	\$152,018	15.07%



Fund: 002 General Fund <u>Division:</u> 004 Technical Operations

Department: 30 Sheriff **Program:** 195 Evidence

<u>Program Description:</u> This program provides for the storage, safekeeping and disposition of all evidence and property taken

into Sheriff's custody as well as the Automated Fingerprint Identification System (AFIS).

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Evidence	1.000	12.000	12.000	9.000	-3.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$60,441	\$504,264	\$500,140	(\$4,124)	(.82%)
Personnel Benefits	\$13,257	\$127,803	\$132,977	\$5,174	4.05%
Supplies	\$410	\$18,000	\$24,000	\$6,000	33.33%
Other Services And Char	\$12,813	\$2,400	\$2,250	(\$150)	(6.25%)
Interfund Services	\$0	\$0	\$63,430	\$63,430	100.00%
Interfund Payments for S	\$0	\$15,465	\$15,500	\$35	.23%
Evidence	\$86,921	\$667,932	\$738,297	\$70,365	10.53%



Fund: 002 General Fund <u>Division:</u> 004 Technical Operations

Department: 30 Sheriff **Program:** 520 Search And Rescue

Program Description: This program provides for search and rescue services including the management of several hundred

volunteers that assist the Sheriff's Office.

Program Changes: None.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Search And Rescue	2.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$137,590	\$139,246	\$140,488	\$1,242	.89%
Personnel Benefits	\$31,489	\$31,841	\$31,424	(\$417)	(1.31%)
Supplies	\$14,126	\$12,630	\$15,700	\$3,070	24.31%
Other Services And Char	\$166,436	\$125,869	\$125,869	\$0	.00%
Interfund Payments for S	\$34,188	\$60,603	\$63,000	\$2,397	3.96%
Search And Rescue	\$383,830	\$370,189	\$376,481	\$6,292	1.70%



Fund: 002 General Fund <u>Division:</u> 007 Sheriff-D.A.R.E.

<u>Department:</u> 30 Sheriff Program: 130 Civil

Program Description: This program provides for the reception and service of civil process from the courts as required by law.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

	Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Ci	vil	0.000	7.000	7.000	7.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$280,555	\$276,669	(\$3,886)	(1.39%)
Personnel Benefits	\$0	\$71,873	\$84,104	\$12,231	17.02%
Supplies	\$2,683	\$3,410	\$4,200	\$790	23.17%
Other Services And Char	\$3,648	\$6,060	\$1,000	(\$5,060)	(83.50%)
Civil	\$6,330	\$361.898	\$365,973	\$4,075	1.13%



Fund: 002 General Fund Division: 015 911 Dispatch 7 Communication

Department: 30 Sheriff **Program:** 180 Communication

Program Description: This program provides for the payment of assessments from SNOPAC and SNOCOM for radio

dispatching services related to 911 calls for service.

Program Changes: None.

<u>Budget Changes:</u> Please refer to Department Overview for list of budget changes

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$2,295,476	\$2,353,562	\$2,336,777	(\$16,785)	(.71%)
Communication	\$2,295,476	\$2,353,562	\$2,336,777	(\$16,785)	(.71%)



Fund: 130 Law Enforcement Block Grant Division: 004 Technical Operations

Department: 30 Sheriff **Program:** 400 Law Enforcement Block Grant

<u>Program Description:</u> This program provides for the tracking of federal funds used for technology and equipment acquisition.

Program Changes: None. **Budget Changes:** None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Other Services And Char	\$1,093,929	\$0	\$0	\$0	.00%
Capital Outlays	\$428,508	\$163,709	\$143,084	(\$20,625)	(12.60%)
Law Enforcement Bloc	\$1,522,437	\$163,709	\$143,084	(\$20,625)	(12.60%)



Fund: 130 Narcotics Control Division: 009 Sheriff-Narcotic Control Ii

Department: 30 Sheriff **Program:** 126 Narcotics Task Force

Program Description: This program helps to fund the Snohomish Regional Drug Task Force through a federal Byrne grant

which covers the period of July-December of the County's fiscal year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Narcotics Task Force	1.500	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$114,985	\$119,232	\$120,392	\$1,160	.97%
Personnel Benefits	\$28,713	\$26,278	\$25,838	(\$440)	(1.67%)
Supplies	\$3,213	\$15,934	\$3,777	(\$12,157)	(76.30%)
Other Services And Char	\$99,354	\$89,304	\$97,007	\$7,703	8.63%
Narcotics Task Force	\$246,266	\$250,748	\$247,014	(\$3,734)	(1.49%)



Fund: 130 Narcotics Control Division: 009 Sheriff-Narcotic Control Ii

Department: 30 Sheriff **Program:** 127 Narcotics Task Force II

Program Description: This program helps to fund the Snohomish Regional Drug Task Force through a federal Byrne grant

which covers the period of January-June of the County's fiscal year.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Narcotics Task Force II	1.500	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$123,267	\$119,250	\$120,366	\$1,116	.94%
Personnel Benefits	\$24,486	\$25,575	\$24,704	(\$871)	(3.41%)
Supplies	\$22,850	\$16,618	\$3,781	(\$12,837)	(77.25%)
Other Services And Char	\$55,808	\$89,304	\$98,163	\$8,859	9.92%
Interfund Payments for S	\$576	\$0	\$0	\$0	.00%
Narcotics Task Force II	\$226,987	\$250,747	\$247,014	(\$3,733)	(1.49%)



Fund: 130 Narcotics Control Division: 009 Sheriff-Narcotic Control Ii

Department: 30 Sheriff **Program:** 128 HIDTA Grant

Program Description: This program provides for tracking federal High Intensity Drug Trafficking Area (HIDTA) grant

expenditures which partially support the Snohomish Regional Drug Task Force.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$65,100	\$66,000	\$900	1.38%
Other Services And Char	\$0	\$394,456	\$532,480	\$138,024	34.99%
HIDTA Grant	\$0	\$459,556	\$598,480	\$138,924	30.23%



Fund: 141 Sheriff-Search & Resc Helicopt Division: 012 Sheriff-Search and Rescue

<u>Department:</u> 30 Sheriff **Program:** 520 Search And Rescue

Program Description: This fund and program provides for the repair and maintenance of the Sheriff's Office helicopters used

for search and rescue and law enforcement purposes.

Program Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Supplies	\$0	\$500	\$500	\$0	.00%
Other Services And Char	\$0	\$1,500	\$1,500	\$0	.00%
Search And Rescue	\$0	\$2,000	\$2,000	\$0	.00%



Fund: 142 Sheriff Drug Buy Fund Division: 006 Sheriff Drug-Buy Fund

Department: 30 Sheriff **Program:** 123 Special Units

Program Description: This fund and program support the enforcement of drug laws and assists in the operation of the

Snohomish Regional Drug Task Force.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$84,329	\$0	\$11,000	\$11,000	100.00%
Personnel Benefits	\$16,420	\$0	\$0	\$0	.00%
Supplies	\$21,417	\$30,727	\$25,000	(\$5,727)	(18.64%)
Other Services And Char	\$493,457	\$204,000	\$319,500	\$115,500	56.62%
Interfund Services	\$0	\$100,273	\$94,957	(\$5,316)	(5.30%)
Capital Outlays	\$51,327	\$70,000	\$10,441	(\$59,559)	(85.08%)
Interfund Payments for S	\$47,605	\$115,400	\$93,202	(\$22,198)	(19.24%)
Special Units	\$714,555	\$520,400	\$554,100	\$33,700	6.48%



Fund: 194 Boating Safety Division: 011 Sheriff-Boating Safety

Department: 30 Sheriff **Program:** 110 Administration

Program Description: This program provides for patrolling of county lakes and waterways during the summer months,

enforcement of boating laws, teaching boating safety rules, boat inspections, routine patrol on the lakes,

rivers, and bays of Snohomish County and maintaining the boating equipment year round.

Funding is provided from Washington State through vessel registration fees.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$54,642	\$66,275	\$74,076	\$7,801	11.77%
Personnel Benefits	\$12,292	\$0	\$0	\$0	.00%
Supplies	\$8,066	\$7,000	\$7,000	\$0	.00%
Other Services And Char	\$7,943	\$7,500	\$7,500	\$0	.00%
Capital Outlays	\$27,174	\$7,910	\$0	(\$7,910)	(100.00%)
Interfund Payments for S	\$2,071	\$1,315	\$1,424	\$109	8.29%
Administration	\$112,189	\$90,000	\$90,000	\$0	.00%



31 Prosecuting Attorney **Department:**

Dept. Director: James H. Krider

Financial Consultant: Wanda Johnson

Mission Statement: It is the mission of the Snohomish County Prosecutor's Office to fulfill its legal and constitutional

obligations to the citizens of the County and State; to vigorously, fairly, and efficiently prosecute those who commit crimes in Snohomish County; to provide high quality professional advice and service to Snohomish County and State of Washington governments; and to be knowledgeable

advocates for improvements in the justice system.

Legislative Authority: Including, but not limited to:

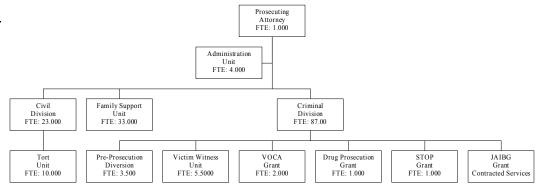
RCW 7.68, 7.69 -- Victims of Crime RCW 9 -- Crimes and Punishments RCW 9A -- Washington Criminal Code

RCW 10 -- Criminal Procedure RCW 36.27 -- Prosecuting Attorney

RCW 46 -- Motor Vehicles RCW 71 -- Mental Illness

RCW 74.20 -- Support of Dependent Children

Organization Chart:



Service Provided: The Prosecuting Attorney's Office includes three primary program areas:

Criminal - The Criminal Division is responsible for prosecuting all adult and juvenile felony cases referred by county law enforcement agencies, and all misdemeanor and gross misdemeanor cases referred by the County Sheriff, the State Patrol, all state agencies, and some cities who have contracted with the county for misdemeanor prosecution services. The Criminal Division also provides advocacy services for crime victims, and maintains a pre-prosecution diversion program which holds selected first-time offenders accountable for their offenses while avoiding the costs of case filing, court, and incarceration.

Civil - The Civil Division defends or prosecutes civil cases on behalf of county government and its employees. The Division represents the County in Federal and State courts, administrative hearings and appeals. It provides legal advice, contract and document review and drafting for county elected officials, all county departments, boards and commissions. The Civil Division also represents the mental health division of Human Services in involuntary commitment proceedings.

Family Support - The Family Support Unit litigates issues regarding child support in cases referred by the State Department of Social and Health Services, Division of Child Support and defends D.C.S. in actions brought against them. Family Support program expenditures are reimbursed by a combination of state and federal pass-through funds.



31 Prosecuting Attorney **Department:**

Dept. Director: James H. Krider

Financial Consultant: Wanda Johnson

Budget Drivers: The Prosecuting Attorney's budget is driven by the following workload factors:

- 1. The number of adult and juvenile criminal case referrals and the number of law enforcement officers in referring agencies: the Snohomish County Sheriff's Office, the Washington State Patrol, 15 city police agencies, and 12 other agencies such as the Department of Fish & Wildlife, the Narcotics Task Force, and the Washington State Reformatory. 2001 adult felony police referrals increased 7.7% over 2000 referrals, and referrals in the first half of 2002 are up 3.3% over 2001. Conversely, 2001 Juvenile police referrals were down 5.9% from 2000, and referrals in the first half of 2002 are down 14% from 2001.
- 2. The amount of litigation in torts, contracts, employment, and land use; increased hearings under the civil commitment statutes; increasing county interest in code enforcement activity and land use regulations, and resulting court actions. As the county responds to the demands of state and federal mandates, the Civil Division is addressing complicated land use planning, ordinance drafting, and potential tort liability issues. The county is faced with extensive long range planning projects that all require legal review. This activity is expected to increase over the next several years.
- 3. The number of child support cases referred by the Washington State Department of Social and Health Services, which have stabilized in the last couple of years, and the number of actions brought against DSHS Division of Child Support, which the Family Support Unit defends.

Major Projects: Grant funds from DSHS (the JAIBG Grant) have been used to set up a pilot project which modifies the traditional role of the Prosecuting Attorney in the juvenile justice system by placing a Prosecutor's Office School Coordinator within the community. The JAIBG Grant is a collaborative partnership with Juvenile Court, Human Services, and the Prosecuting Attorney which provides an array of services for youth and the community. The School Coordinator funded through this grant serves as a liaison between the school and Juvenile Court; works with the substance abuse counselor; provides program development focused on prevention and early intervention of criminal behavior and substance abuse; and serves as a liaison between primary, middle and secondary schools. This position also coordinates the Courtroom to Classrooms program which teaches 5th grade students the consequences of their choices and actions and the effects of criminal conduct on the community as a whole, their family, and their friends through a series of long-term legal education classes, lectures, and mock trials. The Prosecutor's Office is seeking other grant funding sources for this program since all but \$20,000 in JAIBG grant funding has been re-directed to Juvenile Services for 2003.

> The Family Support Unit continues in their commitment to the Juvenile Court Paternity Testing Program. This project is a joint effort with the Juvenile Court System to establish paternity in Juvenile Dependency/Foster Care cases. When staff from the Family Support Unit are notified that paternity is at issue, they appear at the Juvenile Hearings for the purpose of interviewing parents regarding parentage and performing genetic testing. The goal has been to deal with the paternity issues at a time when the parties are available and present at the hearing. These types of cases are often otherwise difficult to pursue as parents may be hard to locate, uncooperative, or unresponsive to requests to participate in paternity establishment. The unit's commitment to this project facilitates the resolution of paternity issues in many of these cases.

Budget Changes:

Civil Division operating expenses are pro-rated between the Civil and Tort budgets of the Prosecutor's Office. Operating expenses in the two budgets have been adjusted for 2003 to reflect a revised ratio based on the FTE count of 23 Civil employees and 10 Tort employees. The revised ratio is 70% Civil, 30% Tort. This revision does not result in any change to the total



Department: 31 Prosecuting Attorney

Dept. Director: James H. Krider

Financial Consultant: Wanda Johnson

proforma appropriation for both budgets.

Family Support expenditures are reimbursed by the State of Washington, DSHS. The 2003 Family Support county budget was developed using the state-authorized funding level, which resulted in increases to most of the line items in the county proforma budget.

All but \$20,000 in JAIBG grant funding has been re-directed to Juvenile Services for 2003. The Prosecutor's Office is seeking other grant funding sources for this program.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	119.000	120.500	117.500	120.500	0.000
Crime Victims/Witness	3.000	4.200	4.200	4.200	0.000
Grant Control	37.000	36.300	36.300	36.300	0.000
Snohomish County Insur	10.000	10.000	10.000	10.000	0.000
Prosecuting Attorney	169.000	171.000	168,000	171.000	0.000

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Beginning Fund Balance	\$0	\$92,000	\$92,000	\$0	.00%
Intergovernmental Reven	\$3,196,604	\$2,817,133	\$3,055,270	\$238,137	8.45%
Charges For Services	\$346,857	\$340,000	\$363,000	\$23,000	6.76%
Fines And Forfeits	\$3,390	\$0	\$0	\$0	.00%
Miscellaneous Revenues	\$8,978	\$8,000	\$1,500	(\$6,500)	(81.25%)
Operating Transfers In	\$106,077	\$88,170	\$40,276	(\$47,894)	(54.32%)
Prosecuting Attorney	\$3,661,906	\$3,345,303	\$3,552,046	\$206,743	6.18%

<u>Financial Resources -</u> Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$41,418	\$40,532	(\$886)	(2.14%)
Salaries	\$9,755,289	\$10,569,304	\$10,958,205	\$388,901	3.68%
Personnel Benefits	\$2,162,864	\$2,113,567	\$2,378,909	\$265,342	12.55%
Supplies	\$204,239	\$193,987	\$187,613	(\$6,374)	(3.29%)
Other Services And Char	\$779,618	\$880,164	\$862,165	(\$17,999)	(2.04%)
Interfund Services	\$71,759	\$39,558	\$40,276	\$718	1.82%
Interfund Payments for S	\$1,022,204	\$1,009,318	\$1,168,837	\$159,519	15.80%
Prosecuting Attorney	\$13,995,973	\$14.847.316	\$15,636,537	\$789.221	5.32%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$10,231,307	\$10,731,860	\$11,355,985	\$624,125	5.82%
Crime Victims/Witness	\$264,648	\$322,824	\$333,824	\$11,000	3.41%
Grant Control	\$2,566,565	\$2,668,390	\$2,756,733	\$88,343	3.31%
Antiprofiteering Revolvi	\$1,035	\$100,003	\$97,503	(\$2,500)	(2.50%)
Snohomish County Insur	\$932,418	\$1,024,239	\$1,092,492	\$68,253	6.66%
Prosecuting Attorney	\$13,995,973	\$14.847.316	\$15,636,537	\$789,221	5.32%



Fund: 002 General Fund Division: 131 Prosecuting Attorney

Department: 31 Prosecuting Attorney **Program:** 510 Administration

Program Description:

The mission of the Snohomish County Prosecuting Attorney's office is to fulfill its legal and constitutional obligations to the citizens of the County and State; to vigorously, fairly, and efficiently prosecute those who commit crimes in Snohomish County; to provide high quality professional advice and service to Snohomish County and State of Washington governments; and to be knowledgeable advocates for improvements in the justice system.

The Administration Unit of the Prosecutor's Office directs and oversees the physical, financial and personnel resources of the service delivery divisions and units of the Prosecuting Attorney's office, seeks the resources necessary to fulfill the mission of the office and provides community leadership.

Program Changes:

None.

Budget Changes:

The increase over the 2002 adopted budget for Administration is primarily in salaries, presonnel benefits, interfund DIS overhead, and interfund county premium. Interfund DIS overhead fees increased \$93,537.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	5.000	5.000	5.000	5.000	0.000

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$350,354	\$365,786	\$377,577	\$11,791	3.22%
Personnel Benefits	\$114,932	\$82,018	\$96,002	\$13,984	17.05%
Supplies	\$1,738	\$3,060	\$3,060	\$0	.00%
Other Services And Char	\$10,471	\$11,404	\$11,460	\$56	.49%
Interfund Payments for S	\$288,598	\$304,035	\$401,158	\$97,123	31.94%
Administration	\$766,093	\$766,303	\$889,257	\$122,954	16.05%



Fund: 002 General Fund Division: 131 Prosecuting Attorney

Department: 31 Prosecuting Attorney **Program:** 521 Criminal

Program Description: The Criminal Division is responsible for prosecuting all adult and juvenile felony cases referred by

county law enforcement agencies, and all misdemeanor and gross misdemeanor cases referred by the County Sheriff, the State Patrol, all state agencies, and some cities who have contracted with the county

for misdemeanor prosecution services.

Program Changes: The Drug and Non-Violent Crime Units of the Criminal Division were combined in 2002 since these

types of cases are often inter-related. Defendants who commit drug crimes tend to commit property crimes and vica versa. Defendants with multiple drug and property cases now have their files merged, which allows the Deputy Prosecutor who's familiar with the defendant to process all of his or her cases concurrently. The combined Drug and Non-Violent Crimes Unit is organized into a charging team and

two trial teams.

Budget Changes: A \$20,000 supplemental appropriation for expert witness fees in sexual predator cases was approved in

May 2002. The 2003 expert witness fee appropriation reflects this increase, which comes with

offsetting revenue.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Criminal	89.500	89.000	86.000	89.000	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$5,349,127	\$5,750,528	\$5,807,521	\$56,993	.99%
Personnel Benefits	\$1,130,629	\$1,080,704	\$1,229,293	\$148,589	13.75%
Supplies	\$131,637	\$108,270	\$108,270	\$0	.00%
Other Services And Char	\$310,726	\$358,491	\$367,348	\$8,857	2.47%
Interfund Payments for S	\$491,328	\$441,930	\$474,757	\$32,827	7.43%
Criminal	\$7,413,448	\$7,739,923	\$7,987,189	\$247,266	3.19%



Fund: 002 General Fund **Division:** 131 Prosecuting Attorney

Department: 31 Prosecuting Attorney Program: 522 Civil

Program Description: By statute, the Civil Division of the Prosecuting Attorney's Office acts as the law firm for all departments of Snohomish County government. The Civil Division responds to a high volume of requests for legal advice, contract and grant review, ordinance and technical writing, and very complicated analysis of issues over a broad range of legal areas. The County is facing legal issues in responding to increased federal and state mandates. Compliance with NPDES permit requirements, long range planning review, updates to GPP policies and docketing all require legal review. In addition, the Civil Division acts as counsel for the county in litigation. The legal advice section advises elected officials and departments in all areas of municipal law.

Program Changes:

None.

Budget Changes:

Civil Division operating expenses are pro-rated between the Civil and Tort budgets of the Prosecutor's Office. Operating expenses in the two budgets have been adjusted for 2003 to reflect a revised ratio based on the FTE count of 23 Civil employees and 10 Tort employees. The revised ratio is 70% Civil, 30% Tort. This revision does not result in any change to the total proforma appropriation for both budgets.

Operating expenses that were identified in the 2002 budget Decision Package for two new Civil DPAs were not included when salary and benefits funding for these positions was transferred from L&J RCO in April 2002. The following on-going costs for these two positions have been added to the 2003 proforma budget: Supplies \$800, Books \$600, Training \$600, Mileage \$400, Telephone \$1,600.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Civil	21.000	23.000	23.000	23.000	0.000

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,324,222	\$1,427,672	\$1,600,078	\$172,406	12.08%
Personnel Benefits	\$264,063	\$286,744	\$327,576	\$40,832	14.24%
Supplies	\$28,051	\$33,734	\$33,843	\$109	.32%
Other Services And Char	\$125,697	\$137,182	\$157,102	\$19,920	14.52%
Interfund Payments for S	\$47,251	\$65,911	\$71,191	\$5,280	8.01%
Civil	\$1.789.284	\$1,951,243	\$2,189,790	\$238.547	12.23%



Fund: 002 General Fund Division: 131 Prosecuting Attorney

Department: 31 Prosecuting Attorney **Program:** 700 10* Permanent Transfer Ou

Program Description: This program provides funding for the following two items: 1) unallowable miscellaneous and indirect

costs in the Drug Prosecution Grant and the Antiprofiteering Revolving fund, and 2) a permanent transfer from the County's general fund to the Victim/Witness Assistance Program to offset the cost of providing support to victims and witnesses of the most serious crimes during their involvement in the

criminal justice process.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Interfund Services	\$40,806	\$39,558	\$40,276	\$718	1.82%
10* Permanent Transfe	\$40,806	\$39,558	\$40.276	\$718	1.82%



Fund: 002 General Fund Division: 133 Prosecuting Attorney - Pre-Pros Div

Department: 31 Prosecuting Attorney **Program:** 330 Pre-Prosecution Diversion

Program Description: Pre-Prosecution Diversion is a probation-like program designed to hold selected first-time offenders

accountable for their offenses while avoiding the costs of case filing, court, and incarceration. These offenders are held accountable for their crimes through participation in self-paid evaluation and rehabilitation, payment of restitution to victims, payment of other fees and fines and successful

completion of all terms and conditions of a diversion contract.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Pre-Prosecution Diversio	3.500	3.500	3.500	3.500	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$160,642	\$174,250	\$175,829	\$1,579	.91%
Personnel Benefits	\$45,109	\$43,216	\$55,311	\$12,095	27.99%
Supplies	\$1,168	\$1,130	\$900	(\$230)	(20.35%)
Other Services And Char	\$1,373	\$2,560	\$1,900	(\$660)	(25.78%)
Interfund Payments for S	\$13,385	\$13,677	\$15,533	\$1,856	13.57%
Pre-Prosecution Diversi	\$221,677	\$234,833	\$249,473	\$14,640	6.23%



Fund: 118 Crime Victims/Witness Division: 134 Prosecuting Attorney - Victim/Witness

Department: 31 Prosecuting Attorney **Program:** 570 Crime Victim Services

Program Description: This program provides services to crime victims, including Crime Victims Compensation (CVC)

application assistance, notification of court dates and changes, assistance in filing for restitution, and

crisis counseling and referral.

Program Changes: Non

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Crime Victim Services	3.000	4.200	4.200	4.200	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
FundBalance/AvailableR	\$0	\$41,418	\$40,532	(\$886)	(2.14%)
Salaries	\$163,537	\$201,846	\$212,963	\$11,117	5.51%
Personnel Benefits	\$39,744	\$51,888	\$51,342	(\$546)	(1.05%)
Supplies	\$1,397	\$1,536	\$1,536	\$0	.00%
Other Services And Char	\$1,741	\$4,053	\$3,541	(\$512)	(12.63%)
Interfund Services	\$30,953	\$0	\$0	\$0	.00%
Interfund Payments for S	\$27,276	\$22,083	\$23,910	\$1,827	8.27%
Crime Victim Services	\$264,648	\$322,824	\$333,824	\$11,000	3.41%



<u>Fund:</u> 130 STOP Grant <u>Division:</u> 106 Stop Grant

Department: 31 Prosecuting Attorney **Program:** 521 Criminal

Program Description: The STOP Grant is federally funded through the Violence Against Women Act. Funds are passed

through the WA State Department of Community Trade and Economic Development to each county and divided equally among law enforcement, prosecution, and victim services. The prosecution portion of the grant is used to partially fund a Deputy Prosecuting Attorney with expertise in the screening, filing, and prosecution of domestic violence cases. This attorney also serves as a resource to other prosecutors

who handle these cases at the misdemeanor level (in municipal and district courts).

Program Changes: The Stop Violence Against Women program, which was formerly coordinated by the Snohomish

County Human Services Department, is now coordinated by the City of Everett Police Department.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Criminal	1.000	1.000	1.000	1.000	0.000

<u>Financial Resources -</u> Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$37,820	\$35,492	\$31,299	(\$4,193)	(11.81%)
Personnel Benefits	\$7,940	\$13,120	\$13,350	\$230	1.75%
Criminal	\$45,761	\$48,612	\$44,649	(\$3.963)	(8.15%)



Fund: 130 Drug Prosecution, I & II **Division:** 109 Drug Prosecution Grant

Program: 521 Criminal 31 Prosecuting Attorney **Department:**

The Drug Prosecution Assistance Program is a state-wide program administered by the Washington **Program Description:**

State Department of Community Development. This program partially funds one Deputy Prosecuting Attorney who prosecutes drug and drug-related offenses in Snohomish, Island, San Juan, Skagit, and

Whatcom counties.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Criminal	1.000	1.000	1.000	1.000	0.000

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$32,837	\$30,208	\$30,086	(\$122)	(.40%)
Personnel Benefits	\$7,390	\$12,918	\$15,661	\$2,743	21.23%
Interfund Payments for S	\$1,705	\$1,605	\$1,702	\$97	6.04%
Criminal	\$41.932	\$44.731	\$47,449	\$2,718	6.08%



Fund: 130 Juvenile Accountability BG Division: 131 Prosecuting Attorney

Department: 31 Prosecuting Attorney **Program:** 736 JAIBG Legal

Program Description:

Grant funds from DSHS (the JAIBG Grant) have been used to set up a pilot project which modifies the traditional role of the Prosecuting Attorney in the juvenile justice system by placing a Prosecutor's Office School Coordinator within the community. The JAIBG Grant is a collaborative partnership with Juvenile Court, Human Services, and the Prosecuting Attorney which provides an array of services for youth and the community. The School Coordinator funded through this grant serves as a liaison between the school and Juvenile Court; works with the substance abuse counselor; provides program development focused on prevention and early intervention of criminal behavior and substance abuse; and serves as a liaison between primary, middle and secondary schools. This position also coordinates the Courtroom to Classrooms program which teaches 5th grade students the consequences of their choices and actions and the effects of criminal conduct on the community as a whole, their family, and their friends through a series of long-term legal education classes, lectures, and mock trials.

Program Changes: None, assuming the same funding level can be maintained.

Budget Changes: All but \$20,000 in JAIBG grant funding has been re-directed to Juvenile Services for 2003. The

Prosecutor's Office is seeking other grant funding sources for this program.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
JAIBG Legal	0.000	0.000		0.000	0.000

Financial Resources - Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Supplies	\$6,959	\$13,544	\$0	(\$13,544)	(100.00%)
Other Services And Char	\$61,464	\$64,984	\$20,000	(\$44,984)	(69.22%)
JAIBG Legal	\$68,423	\$78,528	\$20,000	(\$58,528)	(74.53%)



Fund: 130 Family Support Division: 132 Prosecuting Attorney - Family Support

Department: 31 Prosecuting Attorney Program: 522 Civil

Program Description:

The Family Support Unit is 100% funded under a contract with the State of Washington, and provides the following legal services: (1) Judicial establishment of paternity and child support; (2) Enforcement of support orders when parents fail to pay court-ordered child support through the contempt process; (3) Prosecution of interstate cases for paternity and child support orders on the same basis as in-state cases; (4) Modification of existing child support orders; (5) Representation of state interest in private dissolution actions when tax dollars have been expended to support a child; and (6) Legal representation of the Division of Child Support, a division of DSHS, in lawsuits challenging the agency's collection actions against parents owing a duty of support.

Program Changes: N

None.

Budget Changes:

Family Support expenditures are reimbursed by the State of Washington, DSHS. The 2003 Family Support county budget was developed using the state-authorized funding level, which resulted in increases to most of the line items in the county proforma budget.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Civil	33.000	33.000	33.000	33.000	0.000

Financial Resources -Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,591,690	\$1,695,146	\$1,766,242	\$71,096	4.19%
Personnel Benefits	\$400,093	\$393,873	\$423,709	\$29,836	7.58%
Supplies	\$21,329	\$19,500	\$25,500	\$6,000	30.77%
Other Services And Char	\$207,017	\$233,894	\$233,506	(\$388)	(.17%)
Interfund Payments for S	\$122,368	\$86,036	\$103,168	\$17,132	19.91%
Civil	\$2,342,497	\$2,428,449	\$2,552,125	\$123,676	5.09%



Fund: 130 Domestic Violence Victim Advocate Division: 134 Prosecuting Attorney - Victim/Witness

Department: 31 Prosecuting Attorney **Program:** 570 Crime Victim Services

Program Description: The Victims of Crime Act grant (VOCA) provides 2 partially-funded victim advocates to work with

victims of domestic violence cases referred to the Prosecutor's Office by law enforcement agencies. The VOCA grant pays for 65% of the advocates' salary and benefits, and 35% is paid from the Victim Witness budget, which also serves to meet the match requirement. The victim advocates provide service to children who are the direct victims of domestic violence, have witnessed the incident in question, or have a history of being either victims or witnesses to domestic violence in their home. The victim advocates also serve the children's mothers or other non-offending parents who are victims of the

domestic violence incident in question.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Crime Victim Services	2.000	1.300	1.300	1.300	0.000

<u>Financial Resources -</u> Expenditures:

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Salaries	\$53,419	\$54,744	\$77,181	\$22,437	40.99%
İ	Personnel Benefits	\$14,534	\$13,326	\$15,329	\$2,003	15.03%
	Crime Victim Services	\$67,953	\$68,070	\$92.510	\$24,440	35 90%



Fund: 195 Antiprofiteering Revolving Division: 135 Prosecuting Attorney/Antiprofiteering

Department: 31 Prosecuting Attorney **Program:** 521 Criminal

Program Description: The Anti-Profiteering fund accounts for any payments or forfeiture to the state general fund ordered

under RCW 9A.82.100(4) or (5), and deposited in the public safety and education account. County legislative authority is authorized to establish an anti-profiteering fund, and disbursements are made

only on authorization of the Prosecuting Attorney.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$100,000	\$97,500	(\$2,500)	(2.50%)
Interfund Payments for S	\$1,035	\$3	\$3	\$0	.00%
Criminal	\$1.035	\$100.003	\$97.503	(\$2,500)	(2.50%)



Fund: 506 Snohomish County Insurance <u>Division:</u> 137 Tort Liability

Department: 31 Prosecuting Attorney **Program:** 522 Civil

Program Description: The Tort Unit provides a strong legal defense for Snohomish County against tort and employment

litigation and claims, accomplishes fair settlements, and provides advice to clients on risk management related issues. The Tort Unit anticipates it will be representing the county in responding to court

challenges to land development mitigation fees.

Program Changes: None.

<u>Budget Changes:</u> Civil Division operating expenses are pro-rated between the Civil and Tort budgets of the Prosecutor's

Office. Operating expenses in the two budgets have been adjusted for 2003 to reflect a revised ratio based on the FTE count of 23 Civil employees and 10 Tort employees. The revised ratio is 70% Civil, 30% Tort. This revision does not result in any change to the total proforma appropriation for both

budgets.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Civil	10.000	10.000	10.000	10.000	0.000

<u>Financial Resources -</u> Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$691,640	\$733,632	\$781,929	\$48,297	6.58%
Personnel Benefits	\$138,431	\$135,760	\$151,336	\$15,576	11.47%
Supplies	\$11,960	\$13,213	\$14,504	\$1,291	9.77%
Other Services And Char	\$61,131	\$67,596	\$67,308	(\$288)	(.43%)
Interfund Payments for S	\$29,258	\$74,038	\$77,415	\$3,377	4.56%
Civil	\$932,418	\$1,024,239	\$1,092,492	\$68,253	6.66%



32 Office of Public Defense **Department:**

Dept. Director: Beth Cullen

Financial Consultant: Mambo Emedi

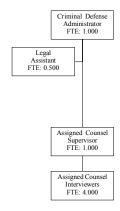
Mission Statement: In 2002, a mission statement will be developed for this new Office of Public Defense.

Legislative Authority: Snohomish County Code Chapter 2.09, Office of Public Defense.

Standards for Public Defense Services adopted in 1989 by the Washington Defender Association and approved by the Washington State Bar Association as the standards for public defense services in Snohomish County, as required by RCW 10.101.030

Ch.10.101 RCW - Making determinations of indigency in accordance with the provisions of this chapter

Organization Chart:



Service Provided: The office shall be responsible for administration of an assigned counsel program to provide indigent criminal defense services in those criminal cases in which a jail sentence is a potential sanction. The office shall also be responsible for administration of a system for providing the court with information pertaining to the setting of bail and release of offenders pending trial.

Budget Drivers:

The need for indigent criminal defense services and the cost for providing it.

Major Projects: Establish and review policies and procedures for the administration of the county's indigent defense program and pre-trial release program.

> Administer the indigent defense and pre-trial release programs under the direction of the county executive or his designee.

Budget Changes:

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	6.500	6.500	6.500	6.500	0.000
Office of Public Defense	6,500	6.500	6,500	6.500	0.000

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Intergovernmental Reven	\$78,638	\$81,476	\$81,476	\$0	.00%
Charges For Services	\$150,293	\$70,142	\$134,090	\$63,948	91.17%
Fines And Forfeits	\$80,497	\$164,644	\$82,437	(\$82,207)	(49.93%)



\$309,428

Department: 32 Office of Public Defense

Office of Public Defense

Dept. Director: Beth Cullen

Financial Consultant: Mambo Emedi

Financial Reso	urces -
Expenditure ((Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$309,751	\$363,052	\$360,699	(\$2,353)	(.65%)
Personnel Benefits	\$70,522	\$78,240	\$89,608	\$11,368	14.53%
Supplies	\$5,750	\$4,427	\$5,750	\$1,323	29.88%
Other Services And Char	\$3,140,128	\$3,179,046	\$3,685,745	\$506,699	15.94%
Capital Outlays	\$303	\$0	\$0	\$0	.00%
Interfund Payments for S	\$62,505	\$153,800	\$97,082	(\$56,718)	(36.88%)
Office of Public Defense	\$3,588,959	\$3,778,565	\$4.238.884	\$460,319	12.18%

\$316,262

\$298,003

(\$18,259)

(5.77%)

Financial Resources - Expenditure (FUND):

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$3,588,959	\$3,778,565	\$4,238,884	\$460,319	12.18%
Office of Public Defense	\$3,588,959	\$3,778,565	\$4,238,884	\$460,319	12.18%



Fund: 002 General Fund Division: 285 Office of Public Defense

Department: 32 Office of Public Defense **Program:** 127 Office of Public Defense

Program Description: The office is responsible for administration of an assigned counsel program to provide indigent criminal

defense services in those criminal cases in which a jail sentence is a potential sanction. The office is also responsible for administration of a system for providing the court with information pertaining to the

setting of bail and release of offenders pending trial.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Office of Public Defense	6.500	6.500	6.500	6.500	0.000

Financial Resources - Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$309,751	\$363,052	\$360,699	(\$2,353)	(.65%)
Personnel Benefits	\$70,522	\$78,240	\$89,608	\$11,368	14.53%
Supplies	\$5,750	\$4,427	\$5,750	\$1,323	29.88%
Other Services And Char	\$3,140,128	\$3,179,046	\$3,685,745	\$506,699	15.94%
Capital Outlays	\$303	\$0	\$0	\$0	.00%
Interfund Payments for S	\$62,505	\$153,800	\$97,082	(\$56,718)	(36.88%)
Office of Public Defense	\$3,588,959	\$3,778,565	\$4,238,884	\$460,319	12.18%



33 Medical Examiner **Department:**

Dept. Director: Norman J. Thiersch

Financial Consultant: Mary Albert

Mission Statement: The mission of the Medical Examiner's Office is to provide the citizens of Snohomish County a

modern medicolegal death investigation system and to assure that their interests and those of their

loved ones are safeguarded during their times of personal loss.

<u>Legislative Authority:</u> RCW 36.16 -- County Officers

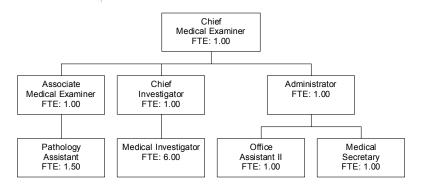
RCW 36.24 -- County Coroner

RCW 36.39 -- Disposition of Indigent Remains

RCW 68.50 -- Human Remains

RCW 73.08.070 -- County Burial of Indigent Deceased Veterans WAC 248-40-040 -- Handling and Care of Human Remains WAC 248-40-050 -- Transportation of Human Remains SCO 87-042 -- Snohomish County Medical Examiner SCO 93-107 -- Disposition of Unclaimed Remains

Organization Chart:



Service Provided: The primary purpose of the Snohomish County Medical Examiner's Office is to determine the cause and manner of death of persons who die suddenly, violently, or unexpectedly while in apparent good health within the geographic boundaries of the county and who fall under the jurisdiction of the Medical Examiner. (RCW 68.50).

Budget Drivers: The following budget drivers are influencing or requiring certain funding levels in this budget:

- 1. The number of death investigations occurring within the County under medical examiner statutory authority.
- 2. Maintaining death investigation standards to improve public health and public safety.
- 3. Promoting partnerships that support death investigations within the County and surrounding jurisdictions which will streamline government and deliver services in a cost effective and efficient manner.

Major Projects: No new projects.

Budget Changes: A 0.5 FTE Pathology Assistant Position has been created. This is a budget-neutral change; there are offsetting reductions in overtime and extra help budgets. Other changes include a reclassification of one FTE Office Assistant II to Accounting Tech. II in order to perform payroll functions in-house, and the reduction of various expenditures totalling \$15,672.



Department: 33 Medical Examiner

Dept. Director: Norman J. Thiersch

Financial Consultant: Mary Albert

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	13.000	13.000	13.000	13.500	0.500
Medical Examiner	13.000	13.000	13.000	13.500	0.500

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Intergovernmental Reven	\$73,769	\$74,880	\$86,160	\$11,280	15.06%
Miscellaneous Revenues	\$4,347	\$0	\$2,780	\$2,780	100.00%
Medical Examiner	\$78,116	\$74,880	\$88,940	\$14,060	18.78%

<u>Financial Resources -</u> <u>Expenditure (Class):</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$810,442	\$889,560	\$892,701	\$3,141	.35%
Personnel Benefits	\$153,142	\$171,518	\$202,765	\$31,247	18.22%
Supplies	\$33,305	\$40,000	\$40,000	\$0	.00%
Other Services And Char	\$117,431	\$133,661	\$123,989	(\$9,672)	(7.24%)
Capital Outlays	\$26,752	\$0	\$0	\$0	.00%
Interfund Payments for S	\$331,861	\$281,032	\$309,564	\$28,532	10.15%
Medical Examiner	\$1,472,933	\$1.515.771	\$1,569,019	\$53,248	3.51%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

<u>-</u>	Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
-	General Fund	\$1,472,933	\$1,515,771	\$1,569,019	\$53,248	3.51%
	Medical Examiner	\$1,472,933	\$1,515,771	\$1,569,019	\$53,248	3.51%



Fund: 002 General Fund Division: 395 Medical Examiner

Department: 33 Medical Examiner **Program:** 320 Medical Examiner Services

Program Description:

The function of the Medical Examiner's Office is to investigate and determine the cause and manner of sudden, unexpected, unexplained deaths within Snohomish County, as defined by State Statute RCW 68.50. This office has a responsibility to the community, with its role being to determine and explain the circumstances surrounding an individual's death in an impartial manner. Equally important is the responsibility to recognize public, medical and industrial hazards, and to provide medical data for the benefit of the community.

Population growth in Snohomish County, and in the greater Puget Sound Region, will require increased staffing for medicolegal death investigations. Specifically in the technical support areas of autopsy, evidence, and information technology.

Program Changes:

None.

Budget Changes:

A 0.5 FTE Pathology Assistant Position has been created. This is a budget-neutral change; there are offsetting reductions in overtime and extra help budgets. Other changes include a reclassification of one FTE Office Assistant II to an Accounting Tech. II in order to perform payroll functions in-house, the replacement of 25% of PCs and laptops (by DIS), and the reduction of various expenditures totalling \$15,672.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Medical Examiner Servic	13.000	13.000	13.000	13.500	0.500

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$810,442	\$889,560	\$892,701	\$3,141	.35%
Personnel Benefits	\$153,142	\$171,518	\$202,765	\$31,247	18.22%
Supplies	\$33,305	\$40,000	\$40,000	\$0	.00%
Other Services And Char	\$117,431	\$133,661	\$123,989	(\$9,672)	(7.24%)
Capital Outlays	\$26,752	\$0	\$0	\$0	.00%
Interfund Payments for S	\$331,861	\$281,032	\$309,564	\$28,532	10.15%
Medical Examiner Serv	\$1,472,933	\$1,515,771	\$1,569,019	\$53,248	3.51%



35 Superior Court **Department:**

Dept. Director: Dick Carlson

Financial Consultant: Brian Haseleu

Mission Statement: The Snohomish County Superior Court serves the public by adjudicating its cases in a fair, timely

and efficient manner.

The Snohomish County Superior Court is responsible for adjudicating all matters over which it **Legislative Authority:** has original or appellate jurisdiction pursuant to the Constitution, laws and rules of the State of

Washington.

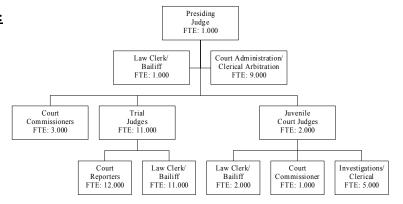
Under RCW 26.12 Family Court investigators provide Superior Court judges and commissioners with reports and recommendations for custody and parenting issues in domestic relations and

paternity cases.

Superior Court operates an Arbitration program which resolves cases without the necessity of a trial and utilization of judicial resources. Arbitration is now mandatory pursuant to Chapter 338, Laws 2002.

Article IV, Sections 1, 2, 3 and 6 Washington State Constitution RCW 2.08 Superior Courts

Organization Chart:



Service Provided: As the Washington State court of general jurisdiction, the Superior Court initially hears and decides cases not specifically assigned by law to another court according to the U.S. and Washington constitutions, and applicable laws, rules and case law. The caseload includes felony criminal cases; the wide variety of civil cases; domestic relations (divorce) cases; probate cases (administration of wills); juvenile offender (criminal) and dependency (abuse and neglect) cases; and paternity, guardianship, adoption and mental illness cases. The Superior Court also serves as an appellate court, hearing appeals from the District and Municipal Courts and certain state and local administrative and legislative agencies.

Budget Drivers:

The following factors have a direct impact on the Court's caseload, which requires a sufficient funding level for the Court's 2002 budget.

Case filings within the various case types are the primary budget drivers for Superior Court; the court requires a sufficient funding level from the county general fund to process its cases in a fair and timely manner.

Growth in general -- and specifically population growth and density -- commerce, criminal



Department: 35 Superior Court

Dept. Director: Dick Carlson

Financial Consultant: Brian Haseleu

arrests and referrals, legislation, state and local agency policies, and other social and economic

factors impact case filings.

Major Projects: The Superior Court will participate with other departments, agencies and courts in planning a law

and justice information integration program. The court requires a more comprehensive and flexible jury management system, arbitration system and a guardianship tracking program.

Superior Court is seeking a to enhance the drug treatment court through the provision of in-

patient treatment.

The Superior Court will implement a system to track expenses (including encumbered and pre-

authorized costs) for various categories of court-related costs.

<u>Budget Changes:</u> Added 1 Drug Court Treatment Coordinator Position. (position previously grant funded in

Human Services)

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	57.000	57.000	57.000	58.000	1.000
Superior Court	57.000	57.000	57.000	58.000	1.000

<u>Financial Resources -</u> <u>Revenue (Class):</u>

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Licenses And Permits	\$30,984	\$31,000	\$31,457	\$457	1.47%
Intergovernmental Reven	\$25,086	\$24,946	\$23,658	(\$1,288)	(5.16%)
Superior Court	\$56,070	\$55,946	\$55,115	(\$831)	(1.49%)

<u>Financial Resources -</u> Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$3,180,494	\$3,349,309	\$3,329,616	(\$19,693)	(.59%)
Personnel Benefits	\$728,506	\$691,728	\$776,146	\$84,418	12.20%
Supplies	\$109,325	\$89,590	\$89,590	\$0	.00%
Other Services And Char	\$1,023,407	\$946,843	\$966,044	\$19,201	2.03%
Capital Outlays	\$17,631	\$17,400	\$17,400	\$0	.00%
Interfund Payments for S	\$756,081	\$722,583	\$914,487	\$191,904	26.56%
Superior Court	\$5.815.444	\$5,817,453	\$6,093,283	\$275,830	4.74%

<u>Financial Resources -</u> Expenditure (FUND):

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$5,815,444	\$5,817,453	\$6,093,283	\$275,830	4.74%
Superior Court	\$5,815,444	\$5,817,453	\$6,093,283	\$275,830	4.74%



Fund: 002 General Fund Division: 500 Superior Court

Department: 35 Superior Court **Program:** 221 Superior Court

Program Description: The Snohomish County Superior Court is responsible for adjudicating all judicial matters over which it

has original or appellate jurisdiction according to the Constitution, laws and rules of the State of

Washington.

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Superior Court	47.000	47.000	47.000	48.000	1.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$2,627,541	\$2,766,671	\$2,738,841	(\$27,830)	(1.01%)
Personnel Benefits	\$618,418	\$583,197	\$648,107	\$64,910	11.13%
Supplies	\$88,060	\$71,099	\$71,099	\$0	.00%
Other Services And Char	\$1,019,045	\$938,957	\$958,158	\$19,201	2.04%
Capital Outlays	\$17,631	\$17,400	\$17,400	\$0	.00%
Interfund Payments for S	\$747,832	\$712,939	\$904,843	\$191,904	26.92%
Superior Court	\$5,118,528	\$5,090,263	\$5,338,448	\$248,185	4.88%



Fund: 002 General Fund Division: 500 Superior Court

Department: 35 Superior Court **Program:** 222 Family Ct Fees & Charg

Program Description: The Snohomish County Family Court investigators provide reports and recommendations to the

Superior Court judges and commissioners which assist in making decisions regarding custody and parenting plan issues that will be in the best interests of the children. The program is focused primarily

on temporary parenting plans and investigations.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Family Ct Fees & Charg	5.000	5.000	5.000	5.000	0.000

Financial Resources - Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$245,730	\$255,686	\$260,364	\$4,678	1.83%
Personnel Benefits	\$59,049	\$56,586	\$63,792	\$7,206	12.73%
Supplies	\$3,236	\$3,403	\$3,403	\$0	.00%
Other Services And Char Interfund Payments for S	\$4,361	\$7,886	\$7,886	\$0	.00%
	\$8,249	\$9,644	\$9,644	\$0	.00%
Family Ct Fees & Char	\$320,625	\$333,205	\$345,089	\$11.884	3.57%



Fund: 002 General Fund Division: 500 Superior Court

Department: 35 Superior Court **Program:** 223 Juvenile Court Operations

Program Description: The Snohomish County Juvenile Court is responsible for adjudicating all juvenile matters over which it

has original or appellate jurisdiction according to the Constitution, laws, and rules of the State of

Washington.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Juvenile Court Operation	5.000	5.000	5.000	5.000	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$307,223	\$326,952	\$330,411	\$3,459	1.06%
Personnel Benefits	\$51,039	\$51,945	\$64,247	\$12,302	23.68%
Supplies	\$18,029	\$15,088	\$15,088	\$0	.00%
Juvenile Court Operati	\$376,291	\$393,985	\$409,746	\$15,761	4.00%



Department: 36 Juvenile Services

Dept. Director: Richard E. Carlson

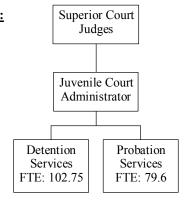
Financial Consultant: Brian Haseleu

Mission Statement: The mission of Snohomish County Juvenile Court is to provide protection for the community and

its youth, maintain individual rights, and advocate for a safe and nurturing environment.

Legislative Authority: RCW Title 13 established Juvenile Court under Washington State Superior Court.

Organization Chart:



Service Provided:

Juvenile Court Services is comprised of two major program areas (Probation and Detention), as well as Support and Fiscal services.

The Probation Division provides the following services:

Intake - review case information and administer the risk assessment protocol in order to initiate court proceedings and offer appropriate recommendations; Monitor release conditions; Write court reports

Diversion - provide community based alternatives to court involvement for first time minor offenders; recruit, manage and train 80 volunteers for Community Accountability Boards. Community Supervision - provide case management, referral and counseling services to youth on probation; administer risk assessment protocol; monitor compliance with court orders. Volunteer Guardian Ad Litem Program - provide, train and support volunteer advocates who represent a child's best interest during dependency action brought against the parents. Foster Care Citizen Review Board - recruitment, training and support for citizen volunteers reviewing cases of children in out-of-home placements.

Becca Bill Implementation - facilitates, processes and monitors truancy, at-risk and CHINS petitions.

The Detention Division provides the following services:

Secure Facility - detention facility serving up to 124 youth (currently staffed for a maximum of 91), including a day reporting program that serves as an alternative to confinement, and can handle up to 14 youth a day.

Secure Residential Crisis Center - A secure ten bed unit for youth deemed by law enforcement to be at risk of harm or injury to self or others.

Health Services provides non-emergency medical care for detained youth, 7 days a week, during waking hours.

Detention Alternatives including Program Alternatives to Structured Sentencing (PASS), After School Alternative Program (ASAP), and electronic monitoring and voice recognition tracking. Food Services- serves meals prepared at DOC, does clean up and washes all utensils used in food service, transports food from DOC to DJJC



36 Juvenile Services **Department:**

Dept. Director: Richard E. Carlson

Financial Consultant: Brian Haseleu

School - provides custody supervision for the detention school program operated by Everett School District. The school program provides physical education in addition to an academic curriculum.

Drug/Alcohol Services: Provides assessment, referral, education, and some counseling to detained youth regarding substance abuse.

Support Services provides clerical, reception, data entry, record-keeping, and other administrative support to the functions of the department.

Fiscal Services provides book-keeping, accounts payable, accounts receivable, payroll, budget preparation, grants management, account reconciliation, and other financial related functions in support of the Department

- **Budget Drivers:** 1. The Average Daily Population in Detention
 - 2. The total number of offender referrals to Juvenile Court
 - 3. The number of offender Information's filed
 - 4. The number of Dependency petitions filed
 - 5. The number of truancy, and CHINS/ARY petitions filed

Major Projects: Juvenile Court, through the JAIBG grant, will expand the ARY Drug Treatment Court.

Juvenile Court has developed a partnership with Human Services and Compass Health to deliver direct treatment services to youth in detention.

DJJC may be retrofitting the existing kitchen in order to begin full meal preparation on site.

In June, 2002 Juvenile Court was awarded a federal grant from the Department of Labor. The grant amount will be 1.5 million over a two year period. The grant will increase our Chemical Dependency Disposition Alternative Program by doubling the number of youth in drug treatment court and by adding a comprehensive job training and employment component.

Budget Changes: 1.5 FTEs for the VGAL (Volunteer Guardian Ad-Litem) program have been moved from being Grant Funded to General Fund.

.5 FTE is now funded from General Fund for the Unified Family Court Program.

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	136.540	134.800	134.800	136.300	1.500
Grant Control	45.060	46.050	44.050	46.050	0.000
Juvenile Services	181.600	180.850	178.850	182.350	1.500



Department: 36 Juvenile Services

<u>Dept. Director:</u> Richard E. Carlson

Financial Consultant: Brian Haseleu

Financial Resources - Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Intergovernmental Reven	\$4,005,490	\$4,321,791	\$4,858,586	\$536,795	12.42%
Charges For Services	\$174,794	\$165,375	\$212,500	\$47,125	28.50%
Fines And Forfeits	\$37,433	\$46,510	\$52,442	\$5,932	12.75%
Miscellaneous Revenues	\$32,632	\$67,677	\$67,500	(\$177)	(.26%)
Juvenile Services	\$4,250,349	\$4,601,353	\$5,191,028	\$589,675	12.82%

<u>Financial Resources -</u> <u>Expenditure (Class):</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$7,866,760	\$7,904,389	\$8,652,291	\$747,902	9.46%
Personnel Benefits	\$2,095,130	\$2,013,582	\$2,369,602	\$356,020	17.68%
Supplies	\$179,404	\$139,919	\$173,819	\$33,900	24.23%
Other Services And Char	\$2,896,678	\$2,772,029	\$3,094,756	\$322,727	11.64%
Capital Outlays	\$15,078	\$0	\$0	\$0	.00%
Interfund Payments for S	\$1,138,450	\$1,091,811	\$1,324,157	\$232,346	21.28%
Juvenile Services	\$14,191,499	\$13,921,730	\$15,614,625	\$1,692,895	12.16%

<u>Financial Resources -</u> <u>Expenditure (FUND):</u>

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$11,206,097	\$10,804,789	\$11,863,366	\$1,058,577	9.80%
Special Revenue Funds	\$86,495	\$60,000	\$60,000	\$0	.00%
Grant Control	\$2,898,906	\$3,056,941	\$3,691,259	\$634,318	20.75%
Juvenile Services	\$14,191,499	\$13,921,730	\$15,614,625	\$1,692,895	12.16%



Fund: 002 General Fund Division: 664 Juvenile Probation

Department: 36 Juvenile Services **Program:** 730 Probation

Program Description:

This program provides community intervention and supervision services for juvenile offenders, court procedure support for dependency and other non-offender services (truancy, runaways) and advocacy for the well-being of abused and neglected children.

Offender services include the following:

- *An assessment of a youth's risk to re-offend;
- *An intervention plan which may include, community supervision, community service, restitution, fines, confinement and other resources available in the community;
- *Re-assessments to measure the effectiveness of the intervention plan;
- *Recruitment, screening, training and support for volunteers on Diversion Conference Committees.
- *Special classes including anger management, shoplifting prevention, substance abuse and victim awareness;
- *Referrals for individual and family counseling; and
- *Court appointed attorneys for juvenile offender representation.

Non-offender programs include the following:

- *Volunteer recruitment, screening, training, staff support and attorney support for the Volunteer Guardian ad Litem Program and the Citizens Foster Care Review Board.
- *BECCA Bill implementation and support, including client and court support for At-risk youth (ARY), Child in need of services (CHINS), and truancy petitions.
- *Court appointed attorneys for parents in dependency cases, both parent and child in CHINS cases and for the child only in ARY cases.
- *Court appointed Attorney Guardians ad Litem for dependency cases when volunteers are not available.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Probation	47.540	45.800	45.800	46.800	1.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$2,143,889	\$2,169,517	\$2,340,676	\$171,159	7.89%
Personnel Benefits	\$662,342	\$579,050	\$742,185	\$163,135	28.17%
Supplies	\$34,452	\$35,518	\$35,518	\$0	.00%
Other Services And Char	\$2,304,450	\$2,206,299	\$2,169,420	(\$36,879)	(1.67%)
Capital Outlays	\$7,799	\$0	\$0	\$0	.00%
Interfund Payments for S	\$368,313	\$383,350	\$488,581	\$105,231	27.45%
Probation	\$5,521,245	\$5,373,734	\$5,776,380	\$402,646	7.49%



Fund: 002 General Fund Division: 666 Juvenile Youth Center

Department: 36 Juvenile Services **Program:** 760 Detention

Program Description: To provide a safe and secure environment for juveniles incarcerated within the Denney Juvenile Justice

Center(DJJC).

To provide an array of Detention Alternatives to help support the varying needs of confinement, support

and programming for youth.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Detention	89.000	89.000	89.000	89.500	0.500

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$3,896,441	\$3,683,630	\$4,062,897	\$379,267	10.30%
Personnel Benefits	\$956,376	\$915,866	\$1,057,245	\$141,379	15.44%
Supplies	\$76,843	\$96,301	\$96,301	\$0	.00%
Other Services And Char	\$88,102	\$83,895	\$83,895	\$0	.00%
Capital Outlays	\$7,279	\$0	\$0	\$0	.00%
Interfund Payments for S	\$659,811	\$651,363	\$786,648	\$135,285	20.77%
Detention	\$5,684,852	\$5,431,055	\$6.086.986	\$655,931	12.08%



Fund: 100 Blanche Miller Juvenile Court Division: 664 Juvenile Probation

Department: 36 Juvenile Services **Program:** 730 Probation

Program Description:

Blanche Miller, a former Snohomish County Juvenile Court Administrator, bequeathed a considerable amount of money to Juvenile Court. She asked that the money be used to improve the lives of youth involved with Juvenile Court. To that end, a committee made up of the Juvenile Court Administrator, a Juvenile Probation Supervisor and Counselor, a representative from the Department of Human Services for the County, a representative from the Prosecuting Attorney's Office and a representative from the State Department of Human Services Juvenile Rehabilitation was established to determine how best to use the money.

The Miller Trust Committee will be meeting to determine the distribution of the Miller Trust funds for 2003.

Program Changes:

In 2002 a contract was awarded to the Institute for Family Development for an intensive family therapy program for eligible youth and their families.

Budget Changes: None.

Staffing Resources:

<u>Financial Resources -</u> Expenditures:

-	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Other Services And Char	\$86,495	\$60,000	\$60,000	\$0	.00%
	Probation	\$86,495	\$60,000	\$60,000	\$0	.00%



Fund: 130 Juvenile Accountability BG Division: 664 Juvenile Probation

Department: 36 Juvenile Services **Program:** 735 JAIBG Regular

Program Description: The Juvenile Accountability Incentive Block Grant (JAIBG) funds several programs. In the

Prosecuting Attorney's Office it funds an attorney who will provide consultation to schools regarding the Court System and how it operates. In Juvenile Court JAIBG funds three programs - two in Probation and one in Detention. In Probation the focus is on At-Risk Youth. One program is to help At Risk Youth move through the system with positive results and new, this grant cycle, there are funds for an At-Risk Youth Drug Court. In Detention, JAIBG funds an FTE in Detention Alternative which

allows us to operate the Special Weekend Alternative Program (SWAP).

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
JAIBG Regular	2.000	2.250	2.250	2.250	0.000

Financial Resources -Expenditures:

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$107,323	\$93,930	\$107,564	\$13,634	14.52%
Personnel Benefits	\$26,141	\$25,855	\$29,556	\$3,701	14.31%
Supplies	\$18,137	\$0	\$20,000	\$20,000	100.00%
Other Services And Char	\$10,709	\$0	\$28,840	\$28,840	100.00%
Interfund Payments for S	\$494	\$0	\$10,000	\$10,000	100.00%
JAIBG Regular	\$162,804	\$119,785	\$195,960	\$76,175	63.59%



Fund: 130 Youth Substance Abuse Division: 665 Youth Substance Abuse

Department: 36 Juvenile Services **Program:** 733 Substance Abuse Assessmen

Program Description: This program provides substance abuse intervention for incarcerated youth. Funds are provided by

contract with the State of Washington through the Human Services Department. The grant supports a Registered Nurse who is a certified substance abuse counselor in performing assessments, counseling

and crisis intervention.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Substance Abuse Assess	1.000	1.000	1.000	1.000	0.000

Financial Resources -Expenditures:

	Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
•	Salaries	\$50,078	\$48,548	\$46,879	(\$1,669)	(3.44%)
	Personnel Benefits	\$11,694	\$11,452	\$13,121	\$1,669	14.57%
	Substance Abuse Assess	\$61 772	\$60,000	\$60,000	90	00%



Fund: 130 Secure Crisis Residential Ctr Division: 666 Juvenile Youth Center

Department: 36 Juvenile Services **Program:** 761 Secure Crisis Residential Ctr

Program Description: The Secure Crisis Residential Center (SCRC) is a secure facility for youth whom law enforcement deem

are at-risk of harm to themselves or others and need a high level of supervision. It is located in one of the detention living units that was renovated for this purpose. The purpose of the Center is to bring the youth to a safe place while staff at the SCRC and at the Division of Children and Family Services

(DCFS) work to help the youth return home or to a stable situation.

Juvenile Court Services operates the Secure Crisis Residential Center through a contract with DCFS.

The SCRC can serve up to 9 youth at a time.

Program Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Secure Crisis Residential	12.500	12.500	12.500	12.500	0.000

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$466,958	\$476,739	\$477,219	\$480	.10%
Personnel Benefits	\$108,293	\$126,705	\$141,745	\$15,040	11.87%
Supplies	\$37,747	\$3,500	\$0	(\$3,500)	(100.00%)
Other Services And Char	\$26,728	\$7,000	\$0	(\$7,000)	(100.00%)
Interfund Payments for S	\$6,519	\$7,373	\$9,358	\$1,985	26.92%
Secure Crisis Residenti	\$646 245	\$621 317	\$628 322	\$7,005	1 13%



Fund: 130 Community Corrections **Division:** 668 Community Corrections

Department: 36 Juvenile Services **Program:** 731 Legal Investigations

Program Description: Community Corrections Program Description

Juveniles assessed as moderate or high risk to re-offend are offered or required to participate in various programs based on each juvenile's needs. All programs included in Community Corrections provide administrative and clerical support. Community Corrections is comprised of a variety of grants, primarily from the State of Washington:

- * At Risk provides Community Supervision staff and intervention services for moderate and high risk juveniles. Monitoring of behavior, tracking, support and treatment for problem areas are provided.
- * SSODA (Special Sex Offender Disposition Alternative) provides a community-based treatment alternative for juvenile sexual offenders as a viable alternative to the high social and financial cost of incarceration. Treatment is provided by state certified therapists. Supervision is provided by Juvenile Probation Counselors.
- * CDDA (Chemical Dependency Disposition Alternative) provides an community based alternative chemically dependent youth. This program includes resources for the Juvenile Offender Drug Treatment Court.
- * CJAA (Community Juvenile Accountability Act) is a legislative mandate that jurisdictions provide programs proven by research to be effective in reducing Juvenile crime. Snohomish County currently offers Functional Family Therapy and Aggression Replacement Training, programs proven to reduce reoffending in juvenile offenders in other replications.
- * Diagnostic provides funding for pre-disposition diagnostic evaluations on youth who are commutable to the Juvenile Rehabilitation Administration (JRA).
- * HB3900 provides funds to help offset the impact of the 1998 Juvenile Justice Reform Legislation. Nearly all of these funds are used for staff costs.
- *·JAIBG-(Juvenile Accountability Incentive Block Grant) is a third year grant comprised of federal money that is passed through the State of Washington (DSHS) and administered by Juvenile Court. JAIBG programs are delivered by the Prosecuting Attorney's Office and Juvenile Court.

Program Changes:

JAIBG will include a BECCA drug court component.

Budget Changes:

State cuts and COLA and reclassifications that the state does not cover has made it necessary to hold off on hiring some grant positions.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Legal Investigations	28.300	28.300	26.300	26.300	-2.000

Financial Resources -**Expenditures:**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$1,135,058	\$1,361,724	\$1,404,742	\$43,018	3.16%
Personnel Benefits	\$306,182	\$326,664	\$336,570	\$9,906	3.03%
Supplies	\$12,098	\$4,600	\$4,600	\$0	.00%
Other Services And Char	\$337,565	\$378,601	\$378,601	\$0	.00%
Interfund Payments for S	\$62,726	\$49,725	\$24,770	(\$24,955)	(50.19%)
Legal Investigations	\$1.853.630	\$2,121,314	\$2,149,283	\$27,969	1.32%



Fund: 130 Project REACH Division: 730 Juvenile Probation Services

Department: 36 Juvenile Services Program: 730 Project REACH

Program Description:

Project REACH is a newly awarded grant from the Federal Departments of Labor, Justice and Health and Human Services within the Young Offender Initiative. Juvenile Court Services and The Snohomish County Workforce Development Council, in collaboration with Everett Community College, Northwest Treatment Alternatives, the Center for Career Alternatives and Community Trades and Careers will develop a program for a One-Stop Youth Services Demonstration Model to serve At-Risk Youth in Snohomish County. Youth in the Chemical Dependency Disposition Alternative program and the Drug Treatment Courts will be targeted for services that will include chemical dependency and mental health treatment as well as work related skills training and job placement and retention resources.

Program Changes:

Project REACH is a new program that began in June, 2001. The program component will terminate in June 2004 and the data collection and analysis portion will conclude in December of 2004.

Budget Changes:

The Project REACH award is for \$1.5 million. The majority of the funds will be for the contracts with partners in the community and for three additional Juvenile Court Staff.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Project REACH	0.000	0.000	0.000	3.000	3.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$0	\$138,753	\$138,753	100.00%
Personnel Benefits	\$0	\$0	\$36,450	\$36,450	100.00%
Supplies	\$0	\$0	\$17,400	\$17,400	100.00%
Other Services And Char	\$0	\$0	\$374,000	\$374,000	100.00%
Interfund Payments for S	\$0	\$0	\$4,800	\$4,800	100.00%
Proiect REACH	\$0	\$0	\$571,403	\$571,403	100.00%



Fund: 130 Volunteer Guardian Ad Litem Division: 730 Juvenile Probation Services

Department: 36 Juvenile Services **Program:** 745 VGAL Program

Program Description:

The Volunteer Guardian Ad Litem Program (VGAL) provides for the recruitment, screening, training and support of volunteers who advocate for children involved in the Dependency Court process. The volunteers advocate for the best interest of children involved in the court system, while seeking permanency in as timely a manner as possible.

Part of the VGAL Program is funded by the Stuart Foundation and is administered by the Washington Association of CASA/GAL Programs (WASA/CASA) The Snohomish County Project is entering its second three year contract to advocate for legally free children who are pending adoption. The Volunteer Guardian Ad Litem Program (VGAL) provides for the recruitment, screening, training and support of volunteers who advocate for children involved in the Dependency Court process. The volunteers advocate for the best interest of children involved in the court system, while seeking permanency in as timely a manner as possible.

Part of the VGAL Program is funded by the Stuart Foundation and is administered by the Washington Association of CASA/GAL Programs (WASA/CASA) The Snohomish County Project is entering its second three year contract to advocate for legally free children who are pending adoption.

The Snohomish County VGAL Program also receives funding from the Office of the Administrator for the Courts (OAC) for the purpose of increasing the number of volunteers advocating for children involved in the Dependency Court system. This grant is in its third year of operation.

Program Changes:

None.

Budget Changes:

Stuart Grant funding is decreasing yearly. It will be entirely gone by March 31, 2004 and the allocation for April 1 2003-March 31 2004 is \$18,000.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
VGAL Program	1.260	2.000	2.000	1.000	-1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$67,013	\$70,301	\$73,561	\$3,260	4.64%
Personnel Benefits	\$24,101	\$27,990	\$12,730	(\$15,260)	(54.52%)
VGAL Program	\$91,114	\$98,291	\$86,291	(\$12,000)	(12.21%)



37 Clerk **Department:**

Dept. Director: Pam L. Daniels

Financial Consultant: Mary Albert

Mission Statement: The mission of the County Clerk's Office is to efficiently maintain and protect the integrity and

accuracy of the records of the Snohomish County Superior Court while serving the public in a

courteous, professional and timely manner.

Legislative Authority: By statute, the County Clerk is charged to establish policies and procedures that (1) provide

efficient and effective administrative and accounting support to the Superior Court system, (2) ensure timely compliance with the processing requirements for legal documents, and (3) attend

all hearings and trials. Special functions of the County Clerk include the following:

CR 78(b) -- Clerk's Duties

GR 22 -- Access to Family Law Court Records

RCW Title 2 -- Courts of Record

RCW Title 4 -- Civil Procedure

RCW Title 6 -- Enforcement of Judgments

RCW Title 7 -- Special Proceedings and Actions

RCW Title 9 -- Crimes and Punishments

RCW Title 10 -- Criminal Procedure

RCW Title 11 -- Probate

RCW Title 13 -- Juvenile Courts and Juvenile Offenders

RCW Title 26 -- Domestic Relations

RCW Title 36 -- Counties: fees, public funds, investments

RCW Title 65 -- Recording, Registration and Legal Publication

RCW Title 71 -- Mental Illness

RCW Title 83 -- Estate Taxation

SCC 2.50 -- Code of Ethics

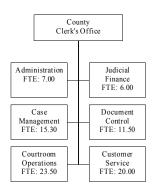
SCC 4.06 -- Jury Fees

SCC 4.45 -- Superior Court Registry Disbursement Fee

SCC 4.47 -- Fees For Processing Ex Parte Orders

SCC 4.49 -- Assessment and Collection of Costs For Processing Certain Child Support Payments

Organization Chart:



Service Provided: The Clerk's Office is comprised of seven divisions funded through the General Fund which provide the following primary services:

- * Administration Management, payroll, office support for all divisions.
- * Judicial Finance As mandated, manage incoming statutory fees, fines, trust funds and support



37 Clerk **Department:**

Dept. Director: Pam L. Daniels

Financial Consultant: Mary Albert

funds; maintain a trust account for moneys received and provide an investment plan for moneys

- * Case Management As mandated, process documents and enter data into the State's Judicial Information System (JIS) and Superior Court Management Information System (SCOMIS) and apply case/document flow management techniques to ensure timeliness of data entry and case flow. Additionally, process to the Appellate Courts all appeals, per mandate, filed in Snohomish County Superior Court.
- * Document Control As mandated, maintain court records and exhibits in accordance with statutory time constraints and archival standards and requirements; provide and return court files on an on-demand basis to the public, bar and courts.
- * Courtroom Operations As mandated, prepare a separate record of all court proceedings, receive all court documents and exhibits; manage the selection of jurors for Snohomish County District and Superior Courts; manage Superior Court hearing calendar confirmations.
- * Customer Service Answer all incoming telephone inquiries; as mandated, provide front counter service by issuing writs, subpoenas and other court related orders; receive court fees and fines; issue new case numbers and provide general information to the public.
- * Court Services Assist self-represented citizens through the court system with the Family Law and Domestic Violence Protection Order Facilitator Programs.
- * Juvenile Division This satellite division of the Clerk's Office performs all of the functions of Case Management, Customer Service, and Document Control at the Denney Juvenile Justice Center. The function of the Juvenile Division is to 1) provide accurate and timely processing of juvenile court documents, while preserving and maintaining the integrity and security of those records; 2) give quality service to the bar, citizens of Snohomish County and juvenile court staff when accessing court records; ensure that files and materials are available for court hearings as required; and 3) provide quality service to all individuals accessing the Juvenile Court system. This includes acceptance and routing of documents for filing; issuing documents on an ondemand basis to the public, bar and courts; and accepting/processing all juvenile legal financial obligations/payments.

Budget Drivers:

- * Mandated document turn around time.
- * County population growth: increased number of documents filed.
- * Volume of self-represented litigants requiring services.
- * Technology changes established at state level and necessity to manage increasing workload.
- * Unfunded legislative and court rule mandates.
- * Administrative Office of the Courts polices and procedures.

Major Projects: Continue to work with DIS to develop a project plan for the purchase and implementation of both the hardware and software required for an Enterprise Electronic Document Imaging System, which will allow the Clerk's Office to implement an electronic Records Management System.

Budget Changes:

The Clerk's office will pilot the billing of adult and juvenile financial obligations in 2003. The cost of the pilot programs are \$17,203. These programs are likely to generate more in revenues to the Juvenile and Corrections programs than what they cost.

In addition, budget reductions totalling \$19,087 are being made in supplies, overtime, extra help, repairs, etc.



37 Clerk **Department:**

Dept. Director: Pam L. Daniels

Financial Consultant: Mary Albert

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	82.800	83.400	83.300	83.300	-0.100
Clerk	82.800	83.400	83.300	83.300	-0.100

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Intergovernmental Reven	\$331,032	\$304,114	\$542,850	\$238,736	78.50%
Charges For Services	\$980,349	\$1,053,105	\$1,047,182	(\$5,923)	(.56%)
Fines And Forfeits	\$254,880	\$228,517	\$263,197	\$34,680	15.18%
Miscellaneous Revenues	\$142,527	\$86,890	\$105,320	\$18,430	21.21%
Clerk	\$1,708,788	\$1,672,626	\$1,958,549	\$285,923	17.09%

Financial Resources -Expenditure (Class):

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$2,916,465	\$3,302,189	\$3,374,807	\$72,618	2.20%
Personnel Benefits	\$900,534	\$911,442	\$1,004,078	\$92,636	10.16%
Supplies	\$81,954	\$70,821	\$67,921	(\$2,900)	(4.09%)
Other Services And Char	\$230,454	\$286,312	\$291,148	\$4,836	1.69%
Capital Outlays	\$21,566	\$33,990	\$5,500	(\$28,490)	(83.82%)
Interfund Payments for S	\$799,487	\$989,189	\$1,236,304	\$247,115	24.98%
Clerk	\$4.950.460	\$5,593,943	\$5,979,758	\$385.815	6.90%

Financial Resources -**Expenditure (FUND):**

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$4,950,460	\$5,593,943	\$5,979,758	\$385,815	6.90%
Clerk	\$4,950,460	\$5,593,943	\$5,979,758	\$385,815	6.90%



Fund: 002 General Fund <u>Division:</u> 700 Clerk

Department: 37 Clerk **Program:** 231 Administration

Program Description: The function of the Administration Division is to provide policy, planning and budgetary direction to

the operational units of the Clerk's Office; to provide timely information to the county, the Superior Court, the Administrative Office of the Courts, and the public on office programs, procedures,

operations and activities; provide day-to-day operations support to the Clerk's Office; and to ensure that

the mission and goals of the Clerk's Office are achieved.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	5.000	7.000	7.000	7.000	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$271,279	\$377,382	\$395,761	\$18,379	4.87%
Personnel Benefits	\$128,963	\$116,762	\$128,824	\$12,062	10.33%
Supplies	\$35,501	\$36,351	\$34,501	(\$1,850)	(5.09%)
Other Services And Char	\$93,812	\$103,290	\$109,726	\$6,436	6.23%
Capital Outlays	\$0	\$0	\$0	\$0	.00%
Interfund Payments for S	\$784,020	\$964,339	\$1,209,454	\$245,115	25.42%
Administration	\$1,313,576	\$1,598,124	\$1,878,266	\$280,142	17.53%



Division: 700 Clerk Fund: 002 General Fund

Department: 37 Clerk **Program:** 232 Judicial Finance

Program Description:

The Judicial Finance Division provides accounting services to the public, the courts and all County and State agencies. Accept and assign case numbers to all new case filings; receipt court fees, fines and restitution; issue writs, orders of sale and other various court documents according to mandated statutory guidelines. Manage, maintain and disburse incoming fees, fines, restitution, trust funds and child support funds by maintaining trust accounts and investment plans according to generally accepted accounting principles and statutory guidelines.

The Juvenile Division also provides receipting services, accepts/processes all juvenile fees and fines as well as Emancipation filing fees as mandated. Sonya Kraski is the contact for the Juvenile Division.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

•	Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
	Judicial Finance	6.000	6.000	6.000	6.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$188,036	\$240,694	\$246,484	\$5,790	2.41%
Personnel Benefits	\$52,091	\$61,762	\$69,568	\$7,806	12.64%
Supplies	\$2,301	\$1,874	\$4,474	\$2,600	138.74%
Other Services And Char	\$4,283	\$8,386	\$8,386	\$0	.00%
Capital Outlays	\$5,889	\$0	\$0	\$0	.00%
Judicial Finance	\$252,599	\$312,716	\$328,912	\$16,196	5.18%



Division: 700 Clerk Fund: 002 General Fund

Department: 37 Clerk Program: 233 Case Management

Program Description:

The function of the Case Management division is to provide accurate and timely mandated processing of court documents, while preserving the integrity and security of those documents, and to prepare and transmit to the Appellate Courts all appeals, per mandate, filed in Snohomish County Superior Court.

The function of Case Management within the Juvenile Division is to provide accurate and timely processing of all juvenile court documents, while preserving the integrity and security of those documents.

The Clerk's Office uses case-flow management techniques to review the Court's pending caseload and monitor progress in all case types. This helps ensure timely case resolution and completion.

Program Changes:

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Case Management	16.300	15.300	15.300	15.300	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$644,714	\$605,136	\$608,746	\$3,610	.60%
Personnel Benefits	\$184,620	\$167,592	\$180,560	\$12,968	7.74%
Supplies	\$782	\$1,150	\$0	(\$1,150)	(100.00%)
Other Services And Char	\$32,883	\$41,500	\$41,500	\$0	.00%
Case Management	\$862,999	\$815.378	\$830.806	\$15,428	1.89%



Division: 700 Clerk Fund: 002 General Fund

Department: 37 Clerk Program: 234 Document Control

Program Description:

The function of the Document Control Division is to maintain, by mandate, the integrity and security of all Superior Court records and exhibits; to provide quality service to the bench, bar and citizens of Snohomish County when accessing court records; and to ensure that files and materials are available for court hearings as mandated.

The function of the Document Control unit within the Juvenile Division is to maintain by mandate the integrity and security of all Juvenile Court records and exhibits, many of which are by statute confidential records; to give quality service to the bench, bar, Juvenile Court staff, and citizens of Snohomish County when accessing court records; and to ensure that files and materials are available for court hearings as mandated.

Program Changes:

None.

Budget Changes: None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Document Control	11.000	11.600	11.500	11.500	-0.100

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$380,969	\$441,902	\$446,937	\$5,035	1.14%
Personnel Benefits	\$116,032	\$116,129	\$130,639	\$14,510	12.49%
Supplies	\$19,449	\$17,350	\$17,350	\$0	.00%
Other Services And Char	\$8,680	\$12,650	\$11,050	(\$1,600)	(12.65%)
Document Control	\$525,131	\$588,031	\$605,976	\$17,945	3.05%



Fund: 002 General Fund <u>Division:</u> 700 Clerk

Department: 37 Clerk **Program:** 235 Courtroom Operations

Program Description: The mandated function of the Courtroom Operations Division is to provide staff to make an

independent record of all proceedings in Superior Court; to receive and record court documents and exhibits, to administer oaths and receive verdicts of the jury, to keep minutes of the proceedings of the court and to enter its orders, judgments, and decrees. Additionally, this division supports the summons, attendance, payroll administration and customer service areas of the County's jury management system for Superior Court and all four divisions of District Court. This division also coordinates the motion

calendaring and confirmation process for Superior Court.

Program Changes: None.

Budget Changes: None.

Staffing Resources:

	Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
(Courtroom Operations	23.500	23.500	23.500	23.500	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$818,419	\$894,865	\$922,521	\$27,656	3.09%
Personnel Benefits	\$241,384	\$239,391	\$270,803	\$31,412	13.12%
Supplies	\$10,516	\$14,096	\$11,596	(\$2,500)	(17.74%)
Other Services And Char	\$71,497	\$100,236	\$100,236	\$0	.00%
Capital Outlays	\$0	\$33,990	\$0	(\$33,990)	(100.00%)
Interfund Payments for S	\$8,469	\$7,000	\$9,000	\$2,000	28.57%
Courtroom Operations	\$1,150,284	\$1,289,578	\$1,314,156	\$24,578	1.91%



Division: 700 Clerk Fund: 002 General Fund

Department: 37 Clerk Program: 236 Customer Service

Program Description: Anne Trice, Manager

The Customer Service Division provides for all public access areas such as answering all incoming telephone calls, fax filings and electronic requests for information and services including mandated processes of issuing writs, subpoenas, warrants and other various documents. In addition, they assist the agencies and citizens of Snohomish County in performing records research.

Sonya Kraski, Manager

Customer Service of the Juvenile Division provides quality service to all individuals accessing the Juvenile Court system. This includes acceptance and routing of documents for filing as mandated; issuing documents on an on-demand basis as mandated; and accepting incoming telephone inquires for the Juvenile Division as well as assisting the agencies and citizens of Snohomish County in performing records research.

Court Services provides general information to all customers as well as maintaining the non-mandated pro se (self-represented) litigant programs including family law and domestic violence protection orders.

Program Changes:

None.

Budget Changes:

None.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Customer Service	21.000	20.000	20.000	20.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$613,048	\$742,210	\$754,358	\$12,148	1.64%
Personnel Benefits	\$177,444	\$209,806	\$223,684	\$13,878	6.61%
Supplies	\$13,405	\$0	\$0	\$0	.00%
Other Services And Char	\$19,299	\$20,250	\$20,250	\$0	.00%
Capital Outlays	\$15,677	\$0	\$5,500	\$5,500	100.00%
Interfund Payments for S	\$6,998	\$17,850	\$17,850	\$0	.00%
Customer Service	\$845,871	\$990,116	\$1,021,642	\$31,526	3.18%



38 Corrections **Department:**

Dept. Director: Andrea Bynum

Financial Consultant: Mambo Emedi

Mission Statement: The mission of the Snohomish County Corrections is to serve the community and criminal justice

system by providing safe, secure, humane and cost effective detention in accordance with constitutional guidelines. The department's primary goals are to provide safe, cost effective detention; cultivate partnerships within the criminal justice system; utilize progressive and proven technology, training and operating strategies; create a positive climate for diversity, teamwork and open communications; provide courteous and efficient service; and establish management

practices which demonstrate flexibility, accountability and trust.

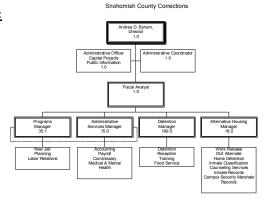
<u>Legislative Authority:</u> RCW 70.48 -- City and County Jails Act

RCW 39.34.180 -- Criminal Justice Responsibilities--Interlocal Agreements

SCC Chapter 2.15 -- Department of Corrections

SCC Chapter 5 -- Operational Standards for Snohomish County Department of Corrections

Organization Chart:



Service Provided: To the Community - Protect the community through secure detention; utilizes inmate work programs for public projects; and provides services to persons connected to those detained.

> To Law Enforcement - Provide a safe, secure booking facility for detaining arrestees and collecting personal data (fingerprints, photos and demographics) which facilitates expedited, efficient processing through the criminal justice system.

> To Inmates - Provide safe, secure detention as well as mandated health and human services.

To the Courts - Provide inmate transport to court, courtroom security, video court facilities and eligibility screening for indigent defense and pretrial release.

The following budget drivers are influencing or requiring certain funding levels in this budget. **Budget Drivers:**

> Community expectations for criminal justice resulting in more bookings and longer stays, and therefore continuing growth in prisoner population.

Crowding in the Main Jail, despite efforts to divert inmates to other facilities. Crowding leads to a variety of inmate supervision problems and so necessitates a higher level of staffing than would be required for a facility operating below its capacity.

Unfunded legislative mandates, for example, the new DUI laws effective in 1998 and 1999.



38 Corrections **Department:**

Dept. Director: Andrea Bynum

Financial Consultant: Mambo Emedi

Standards of operation and inmate care mandated by law and required by oversight bodies.

Major Projects: The following major projects or issues are included in this budget.

Design of Jail Expansion – The design development phase is nearly complete on the 640-bed expansion of the Main Jail in Everett. Occupancy is expected in 2005. Capacity at the Everett Main Jail will be increased 1,040 inmate beds.

Out of County Housing - An estimated average of 59 prisoners a day will be housed in other county jails.

Jail Central Control Room (CCR) and Elevator Project - To improve facility security and increase staff and inmate safety, CCR electrical system and controls will be replaced. Elevators will be seismically upgraded and modified for CCR override in emergencies. Anticipated cost: \$760,000. Bids for construction have been awarded. Expected completion: Fall 2003.

Indian Ridge Corrections Facility – The Indian Ridge Facility was opened in August 2000 with a capacity of 144 minimum-security inmates. These inmates provide labor at various governmental work sites throughout Snohomish Count. The facility allows Corrections to ease crowding at the main complex and to address issues of parity in access to programs for female prisoners.

Evergreen Work Camp (EWC) in Monroe - In May 2002, inmates held in the Pacific Annex were relocated EWC. The Annex was subsequently demolished to make way for new jail construction. The population is limited to 60 inmates. This is an expansion of the use of the EWC for the DUI Alternative Program.

Work Release Facility – The building in which the program was located was also demolished as part of new jail construction. Inmates have been relocated to the Carnegie Building until space is available in the expanded jail, which is scheduled to open in 2005. Capacity in the Carnegie Building is 58, 14 beds fewer than in the old location.

Budget Changes:

The following reductions and enhancements are included in Corrections' 2003 budget: Ten Custody Officer positions have been added. Funding for another five has been reserved pending the outcome of a staffing study. A Security Marshal position has been added at the request of the Superior Court. An additional \$251,379 for the food service management contract and \$204,393 for medical services from outside providers has been provided. Commissary expenditure and revenue have been increased by \$54,194.

Two Control Room Officer positions were eliminated as part of the 2003 budget cuts. Corrections' Maintenance Unit has been relocated to the Facilities Management Department. This represents a loss of six positions (5.50 FTE) and \$645,673 in appropriations for supplies, utilities and repair and maintenance services from outside providers.



38 Corrections **Department:**

Dept. Director: Andrea Bynum

Financial Consultant: Mambo Emedi

Staffing Resources:

Fund Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
General Fund	274.500	266.500	266.500	270.000	3.500
Corrections Commissary	1.600	1.600	1.600	1.600	0.000
Corrections	276.100	268.100	268.100	271.600	3.500

Financial Resources -Revenue (Class):

Revenue Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Intergovernmental Reven	\$125,928	\$247,612	\$249,991	\$2,379	.96%
Charges For Services	\$6,368,266	\$7,025,205	\$6,604,283	(\$420,922)	(5.99%)
Fines And Forfeits	\$25,703	\$0	\$0	\$0	.00%
Miscellaneous Revenues	\$208,158	\$272,600	\$183,578	(\$89,022)	(32.66%)
Corrections	\$6,728,055	\$7,545,417	\$7,037,852	(\$507,565)	(6.73%)

Financial Resources -**Expenditure (Class):**

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$12,229,699	\$12,664,067	\$13,062,741	\$398,674	3.15%
Personnel Benefits	\$3,441,244	\$3,327,840	\$3,835,500	\$507,660	15.25%
Supplies	\$955,842	\$1,009,497	\$903,363	(\$106,134)	(10.51%)
Other Services And Char	\$4,801,874	\$5,045,100	\$4,087,407	(\$957,693)	(18.98%)
Capital Outlays	\$122,595	\$149,346	\$15,752	(\$133,594)	(89.45%)
Interfund Payments for S	\$1,207,860	\$1,277,771	\$1,618,203	\$340,432	26.64%
Corrections	\$22,759,113	\$23,473,621	\$23.522.966	\$49,345	.21%

Financial Resources -**Expenditure (FUND):**

Expediture Fund Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
General Fund	\$22,270,216	\$22,894,082	\$22,889,233	(\$4,849)	(.02%)
Corrections Commissary	\$488,897	\$579,539	\$633,733	\$54,194	9.35%
Corrections	\$22,759,113	\$23,473,621	\$23,522,966	\$49,345	.21%



Fund: 002 General Fund <u>Division:</u> 101 Jail

Department: 38 Corrections Program: 331 Jail

Program Description:

This program is responsible for the care and custody of prisoners confined in the jail and at two special detention facilities: Indian Ridge outside Arlington and the Evergreen Work Camp at the Monroe Fairgrounds. Booking, release and direct supervision of inmate activity in each housing unit are its primary functions. The program also provides transportation to and from courts, medical appointments and other destinations. Facility security is maintained through patrols and constant vigilance by all program staff as well as control rooms with communication and visual observation capabilities. Cooperation with other departmental programs is required in order to provide services effectively and maintain a high level of security.

Program Changes: The number

The number of control rooms in the Main Jail is being reduced from three to two as part of the required 2003 budget reduction.

Budget Changes:

Two Control Room Officer positions in the Main Jail and a Corrections Assistant position at Indian Ridge are being eliminated as part of the 2003 budget reductions.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Jail	204.000	191.000	191.000	199.500	8.500

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$8,953,370	\$8,783,699	\$9,283,454	\$499,755	5.69%
Personnel Benefits	\$2,258,423	\$2,145,513	\$2,481,492	\$335,979	15.66%
Supplies	\$245,629	\$280,850	\$279,600	(\$1,250)	(.45%)
Other Services And Char	\$1,906,993	\$2,319,844	\$1,350,726	(\$969,118)	(41.78%)
Capital Outlays	\$29,192	\$96,295	\$0	(\$96,295)	(100.00%)
Interfund Payments for S	\$364,616	\$555,221	\$702,019	\$146,798	26.44%
Iail	\$13 758 223	\$14 181 422	\$14 097 291	(\$84 131)	(59%)



Fund: 002 General Fund **Division:** 101 Jail

Department: 38 Corrections Program: 811 Security Marshals

Program Description:

Commissioned Security Marshals patrol the Snohomish County Campus and Denney Juvenile Justice Center (DJJC). The Security Marshals assist county employees and the general public, respond to dispatched radio calls and investigate incidents occurring on the County Campus and at DJJC. The Marshals provide security as requested to the various courts and monitor the buildings for safety and security. X-ray screening, magnetometers (metal detectors) and hand held scanners are used to screen individuals and their possessions to prevent weapons from being introduced into the buildings. At DJJC, a Marshal performs entry control screening. The Facilities Management Department provides contract personnel who perform entry control screening at all other sites. Contract personnel also provide security and assistance to employees and the public from 5:00 PM to midnight.

Program Changes:

None

Budget Changes:

A new Security Marshal position has been added. This position was requested by the Superior Court so that it will no longer be necessary to leave a post unstaffed when a Marshal is sick, on vacation or in training.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Security Marshals	0.000	3.000	3.000	4.000	1.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$0	\$144,918	\$179,734	\$34,816	24.02%
Personnel Benefits	\$0	\$30,815	\$53,544	\$22,729	73.76%
Supplies	\$0	(\$300)	\$0	\$300	(100.00%)
Other Services And Char	\$0	\$3,350	\$4,350	\$1,000	29.85%
Interfund Payments for S	\$0	\$4,262	\$5,578	\$1,316	30.88%
Security Marshals	\$0	\$183,045	\$243,206	\$60,161	32.87%



Fund: 002 General Fund <u>Division:</u> 102 Special Detention

Department: 38 Corrections **Program:** 321 Work Release

Program Description:

Work Release includes several different programs for convicted offenders. Work Release Program participants are offenders who are found to be eligible both by the court and by Corrections staff. Participants must comply with eligibility conditions. They maintain their employment or attend school during the day and are housed in the Work Release Facility at night. The Minimum Security Program is for misdemeanor offenders who are scheduled directly through the district and municipal courts. They are assigned to various county work sites such as the County Garage, Gardener, Fairgrounds and Airport. The DUI Alternative Program is a minimum security program which houses DUI offenders at the Monroe Fairgrounds. This program contains a work component.

The Work Program is a partial confinement program in which offenders live at home and report to the Work Release Facility five days a week for supervised work assignments. They are also monitored by home detention voice verification when at home and are tested for drug and alcohol use. The Home Detention Program is a partial confinement program in which the offender lives at home and is monitored electronically and by voice verification. The Community Service Program is a non-confinement program of compulsory service without compensation, performed for the benefit of the community by the offender. The Community Service Program operates Roadside Cleanup and County Parks Cleanup. Non-confined and partially confined offenders, as will as minimum-security residents, are involved in this work.

Program Changes:

None

Budget Changes:

A Corrections Counselor and a Corrections Officer position are being eliminated as part of the 2003 budget reductions. This means an increase of more than 50% in the number of inmates the one remaining counselor must deal with. Officer time available for roadside cleanup, home detention setup, and field checks on Work Release and Home Detention Program participants will be reduced by approximately 50%.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Work Release	20.000	19.000	19.000	17.000	-2.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$840,478	\$909,293	\$928,695	\$19,402	2.13%
Personnel Benefits	\$200,413	\$208,738	\$212,999	\$4,261	2.04%
Supplies	\$5,938	\$6,884	\$13,300	\$6,416	93.20%
Other Services And Char	\$14,312	\$17,200	\$14,200	(\$3,000)	(17.44%)
Capital Outlays	\$61,020	\$34,000	\$15,752	(\$18,248)	(53.67%)
Interfund Payments for S	\$4,118	(\$26,400)	\$77,063	\$103,463	(391.91%)
Work Release	\$1,126,279	\$1,149,715	\$1,262,009	\$112,294	9.77%



Fund: 002 General Fund Division: 203 Administration

Department: 38 Corrections Program: 310 Administration

Program Description: Administration Program activities serve all departmental divisions and facilities. Functions include

planning; budget and finance; personnel and payroll; purchasing and supplies acquisition; accounts payable and receivable; grant and contract monitoring; inmate funds; bail and bond collection and

commissary.

Program Changes: Corrections' Maintenance Unit is being incorporated into the Facilities Management Department.

Inmate records and computer systems, previously under the Administrative Services Manager, report to

the Alternative Housing Manager.

<u>Budget Changes:</u> Transferring the Maintenance Unit to Facilities Management results in the loss of six positions

representing 5.50 FTE and \$625,673 in supplies, utilities and services from outside providers.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Administration	23.500	22.500	22.500	18.500	-4.000

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$963,909	\$1,145,955	\$984,075	(\$161,880)	(14.13%)
Personnel Benefits	\$620,486	\$561,285	\$666,661	\$105,376	18.77%
Supplies	\$328,141	\$333,195	\$221,595	(\$111,600)	(33.49%)
Other Services And Char	\$627,235	\$665,089	\$132,296	(\$532,793)	(80.11%)
Capital Outlays	\$16,095	\$0	\$0	\$0	.00%
Interfund Payments for S	\$823,309	\$704,076	\$786,595	\$82,519	11.72%
Administration	\$3,379,173	\$3,409,600	\$2,791,222	(\$618,378)	(18.14%)



Fund: 002 General Fund <u>Division:</u> 204 Support Services

Department: 38 Corrections **Program:** 361 Food Services

Program Description:

Corrections' Food Service Program in the Main Jail Facility is staffed by two Corrections employees (cooks) and employees of the food service contractor. The food service contractor provides consulting dietitians and professional supervisory staff. The Indian Ridge Facility has its own food service operation. The jail kitchen provides meals for adult inmates in all other facilities, juvenile detainees at the Denney Juvenile Justice Center and all bargaining unit members in both departments. The program ensures that nutritional requirements are met and provides special diets for those who require them. Food service staff is supplemented with prisoner labor.

Program Changes: No changes.

Budget Changes: The Food Service contractor appropriation has been increased by \$251,379 to cover for contract rate increases and projected facility populations. \$20,000 has been redirected to the Facilities Management

Department for repair and maintenance services involving the food service physical plant.

This program, previously under the Programs Manager, reports to the Detention Manager. The Programs Manager is responsible for planning and coordinating the jail expansion project.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Food Services	2.000	2.000	2.000	2.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$71,625	\$70,842	\$75,690	\$4,848	6.84%
Personnel Benefits	\$23,616	\$20,968	\$23,884	\$2,916	13.91%
Supplies	\$27,317	\$22,350	\$22,350	\$0	.00%
Other Services And Char	\$1,246,797	\$1,101,203	\$1,332,582	\$231,379	21.01%
Capital Outlays	\$16,084	\$1,409	\$0	(\$1,409)	(100.00%)
Food Services	\$1,385,439	\$1.216.772	\$1,454,506	\$237,734	19.54%



Fund: 002 General Fund **Division:** 204 Support Services

Department: 38 Corrections **Program:** 362 Prisoner Services

Program Description: Prisoner Services is made up of the Mental Health and Counseling Units. Certified Mental Health Professionals perform psychological assessments and monitor mentally ill prisoners, with the assistance of a contract psychiatrist and a contract psychiatric nurse practitioner. These contract professionals oversee the evaluation of the more seriously mentally ill and the use of psychotropic medications. Corrections Counselors provide a variety of services to the prisoner population. They respond to requests from inmates and their families, coordinate efforts to expedite the criminal justice process and work with officers to control the negative behaviors associated with incarceration. They also coordinate alcohol and drug treatment, life skills, literacy programs and GED testing. Effective operation of both units requires coordination with all criminal justice operations as well as the recruitment and supervision of community volunteers.

Program Changes:

No changes.

Budget Changes:

This program, previously under the Programs Manager, has been divided with respect to supervision. Counseling reports to the Alternative Housing Manager. The Mental Health Unit reports to the Administrative Services Manager. The Programs Manager is responsible for planning and coordinating the jail expansion project.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Prisoner Services	12.000	13.000	13.000	13.000	0.000

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$676,603	\$715,068	\$678,620	(\$36,448)	(5.10%)
Personnel Benefits	\$159,301	\$152,497	\$158,039	\$5,542	3.63%
Supplies	\$0	\$309	\$309	\$0	.00%
Other Services And Char	\$10,468	\$12,500	\$12,500	\$0	.00%
Prisoner Services	\$846.373	\$880.374	\$849.468	(\$30.906)	(3.51%)



<u>Fund:</u> 002 General Fund <u>Division:</u> 204 Support Services

Department: 38 Corrections **Program:** 364 Medical Services

Program Description:

The Medical Services Program is staffed with certified medical personnel and provides all necessary medical and dental services. The unit interfaces with community physicians and facilities, conducts court ordered medical procedures; provides preventive health services coordinated with the Public Health Department and conducts assessments focusing on communicable and sexually transmitted diseases. In addition to medical staff at the Main Jail, a registered nurse is assigned to the Indian Ridge Facility. Effective operation requires constant communication with staff, prisoners, courts, police agencies, local hospitals and agencies.

Program Changes: None

Budget Changes:

An additional \$204,393 has been appropriated for medical services by outside providers. Increases in inmate population and the number of inmates with serious and chronic health conditions are a bigger factor than the rising costs of medical care.

This program, previously under the Programs Manager, reports to the Administrative Services Manager. The Programs Manager is responsible for planning and coordinating the jail expansion project.

Staffing Resources:

	Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
N	Iedical Services	13.000	16.000	16.000	16.000	0.000

<u>Financial Resources -</u> <u>Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$682,167	\$847,668	\$875,221	\$27,553	3.25%
Personnel Benefits	\$165,616	\$189,988	\$217,312	\$27,324	14.38%
Supplies	\$332,769	\$316,545	\$316,545	\$0	.00%
Other Services And Char	\$593,974	\$501,311	\$782,453	\$281,142	56.08%
Capital Outlays	\$204	\$17,642	\$0	(\$17,642)	(100.00%)
Medical Services	\$1,774,730	\$1,873,154	\$2,191,531	\$318,377	17.00%



Fund: 108 Corrections Commissary <u>Division:</u> 203 Administration

Department: 38 Corrections **Program:** 370 Commissary

Program Description: The Corrections Commissary provides prisoners with the opportunity to purchase food products,

personal care and other items as required by county jail standards. Most items come from a pre-defined list and are supplied by a contract vendor. Profits from the commissary are dedicated to commissary

operations and expenditures for prisoner benefit.

Program Changes: No changes.

<u>Budget Changes:</u> The Commissary expenditure appropriation has been increased by \$54,194 to ensure sufficient funds

for sales to an increased population. Commissary is self-supporting, so the revenue estimate has been

increased to match the expenditure total.

Staffing Resources:

Program Name	2001 Adopted	2002 Adopted	4/30/02 Actual	2003 Adopted	Change from '02 Adopted
Commissary	1.600	1.600	1.600	1.600	0.000

<u>Financial Resources - Expenditures:</u>

Expediture Class Name	2001 Actuals	2002 Adopted	2003 Adopted	Dollar Change	Percent Change
Salaries	\$41,547	\$46,624	\$57,252	\$10,628	22.80%
Personnel Benefits	\$13,391	\$18,036	\$21,569	\$3,533	19.59%
Supplies	\$16,048	\$49,664	\$49,664	\$0	.00%
Other Services And Char	\$402,094	\$424,603	\$458,300	\$33,697	7.94%
Interfund Payments for S	\$15,817	\$40,612	\$46,948	\$6,336	15.60%
Commissary	\$488,897	\$579,539	\$633,733	\$54,194	9.35%

SECTION IV: Revenue and Expense Summaries for Selected Funds

County Road: Revenues and Expenditures								
	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget			
Revenues								
Taxes	36,894,842	37,307,387	38,651,145	1,343,758	3.60%			
Intergovernmental Revenue	24,831,140	37,899,000	32,595,383	(5,303,617)	(13.99%)			
Charges For Services	295,961	410,000	355,000	(55,000)	(13.41%)			
Miscellaneous Revenues	5,381,704	5,760,144	5,548,641	(211,503)	(3.67%)			
Proceeds From Long Term Debt	0	80,000	0	(80,000)	(100.00%)			
Disposition of Fixed Assets	0	55,000	20,000	(35,000)	(63.64%)			
Operating Transfers In	10,509,744	8,562,000	11,983,000	3,421,000	39.96%			
Sub-Total Revenues	77,913,391	90,073,531	89,153,169	(920,362)	(1.02%)			
Decrease in Fund Balance	0	6,454,352	14,357,696	7,903,344	122.45%			
Total Revenues	77,913,391	96,527,883	103,510,865	6,982,982	7.23%			
Expenditures								
Salaries	21,717,801	24,532,463	(184,992)	(0.75%)	(0.92%)			
Personnel Benefits	5,232,846	5,444,321	484,693	9.77%	8.79%			
Supplies	3,596,210	12,710,920	874,247	7.39%	7.60%			
Other Services And Charges	7,972,348	3,692,187	278,483	8.16%	8.16%			
Interfund Services	1,927,819	2,123,037	18,103	0.86%	(0.43%)			
Capital Outlays	19,822,626	42,730,387	5,478,503	14.71%	14.80%			
Debt Service: Principal	484,564	484,563	0	0.00%	0.00%			
Debt Service: Interest & Related Costs	80,324	74,500	0	0.00%	0.00%			
Interfund Payments for Services	11,014,580	11,718,487	33,945	0.29%	0.24%			
Total Expenditures	71,849,118	96,527,883	103,510,865	6,982,982	7.23%			

Solid Waste: Revenues and Expenditures									
	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget				
Revenues									
Intergovernmental Revenue	376,605	570,000	346,100	(223,900)	(39.28%)				
Charges For Services	38,765,494	41,953,805	41,324,598	(629,207)	(1.50%)				
Miscellaneous Revenues	3,136,464	530,000	831,500	301,500	56.89%				
Non-Revenues	750,000	16,750,000	18,449,226	1,699,226	10.14%				
Sub-Total Revenues	43,028,563	59,803,805	60,951,424	1,147,619	1.92%				
Decrease in Net Avail Resources	0	11,591,823	(519,696)	(12,111,519)	(104.48%)				
Total Revenues	43,028,563	71,395,628	60,431,728	(10,963,900)	(15.36%)				
Expenditures									
Salaries	6,023,834	6,963,699	6,934,593	(29,106)	(0.42%)				
Personnel Benefits	1,626,210	1,609,890	1,909,584	299,694	18.62%				
Supplies	644,850	783,499	739,676	(43,823)	(5.59%)				
Other Services And Charges	24,614,468	25,817,856	24,740,300	(1,077,556)	(4.17%)				
Interfund Services	570,929	652,011	609,677	(42,334)	(6.49%)				
Capital Outlays	3,991,757	25,986,515	15,410,555	(10,575,960)	(40.70%)				
Debt Service: Principal	3,470,000	4,153,684	4,020,594	(133,090)	(3.20%)				
Debt Service: Interest & Related Costs	1,835,764	1,723,798	2,154,538	430,740	24.99%				
Interfund Payments for Services	3,711,431	3,704,676	3,912,211	207,535	5.60%				
Total Expenditures	46,489,243	71,395,628	60,431,728	(10,963,900)	(15.36%)				

SECTION IV: Revenue and Expense Summaries (continued)

Surface Water: Revenues and Expenditures								
-	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget			
Revenues		_	_					
Taxes	5,331,939	5,330,757	6,895,902	1,565,145	29.36%			
Intergovernmental Revenue	426,666	470,031	832,924	362,893	77.21%			
Charges For Services	129,868	253,664	343,217	89,553	35.30%			
Miscellaneous Revenues	288,553	459,000	132,000	(327,000)	(71.24%)			
Non- Revenues	14,246,000	0	0	0	100.00%			
Operating Transfers In	2,835,335	2,808,951	3,064,673	255,722	9.10%			
Sub-Total Revenues	23,258,361	9,322,403	11,268,716	1,946,313	20.88%			
(Incr)/Decr in Net Avail Resources	0	11,422,559	2,475,621	(8,946,938)	(78.33%)			
Total Revenues	23,258,361	20,744,962	13,744,337	(7,000,625)	(33.75%)			
Expenditures								
Salaries	3,671,824	4,602,070	4,144,108	(457,962)	(9.95%)			
Personnel Benefits	808,631	953,997	918,977	(35,020)	(3.67%)			
Supplies	235,057	309,396	338,443	29,047	9.39%			
Other Services And Charges	5,553,615	9,072,976	3,035,537	(6,037,439)	(66.54%)			
Interfund Services	208,132	261,219	182,147	(79,072)	(30.27%)			
Capital Outlays	150,455	1,433,359	810,129	(623,230)	(43.48%)			
Debt Service: Principal	116,360	1,341,516	1,309,897	(31,619)	(2.36%)			
Interfund Payments for Services	2,538,049	2,770,429	3,005,099	234,670	8.47%			
Total Expenditures	23,258,361	20,744,962	13,744,337	(7,000,625)	(33.75%)			

River Management: Revenues and Expenditures									
	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget				
Revenues									
Taxes	274,404	272,728	288,220	15,492	5.68%				
Intergovernmental Revenue	257,452	1,478,500	400,638	(1,077,862)	(72.90%)				
Charges For Services	65,024	122,000	170,694	48,694	39.91%				
Miscellaneous Revenues	5,078	31,000	31,710	710	2.29%				
Operating Transfers In	1,017,342	828,207	782,572	(45,635)	(5.51%)				
Sub-Total Revenues	1,619,300	2,732,435	1,673,834	(1,058,601)	(38.74%)				
(Incr)/Decr in Net Avail Resources	0	16,695	21,988	5,293	31.70%				
Total Revenues	1,619,300	2,749,130	1,695,822	(1,053,308)	(38.31%)				
Expenditures									
Salaries	406,922	411,487	408,880	(2,607)	(0.63%)				
Personnel Benefits	84,737	80,347	83,183	2,836	3.53%				
Supplies	13,322	162,926	91,912	(71,014)	(43.59%)				
Other Services And Charges	470,497	424,152	418,696	(5,456)	(1.29%)				
Interfund Services	0	3,348	212,245	208,897	6239.46%				
Capital Outlays	127,138	1,150,000	160,000	(990,000)	(86.09%)				
Interfund Payments for Services	347,273	516,870	320,906	(195,964)	(37.91%)				
Total Expenditures	1,449,889	2,749,130	1,695,822	(1,053,308)	(38.31%)				

SECTION IV: Revenue and Expense Summaries (continued)

Airp	Airport: Revenues and Expenditures								
-	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget				
Revenues									
Intergovernmental Revenue	6,558	2,902,500	2,452,500	(450,000)	(15.50%)				
Charges For Services	7,610,787	8,222,871	8,327,775	104,904	1.28%				
Miscellaneous Revenues	314,362	191,396	110,000	(81,396)	(42.53%)				
Non-Revenues	13,075,000	1,700,000	1,000,000	(700,000)	(41.18%)				
Disposition of Fixed Assets	0	2,200,000	0	(2,200,000)	0.00%				
Sub-Total Revenues	21,006,707	15,216,767	11,890,275	(3,326,492)	(21.86%)				
Decrease in Net Avail Resources	0	3,571,145	980,512	(2,590,633)	(72.54%)				
Total Revenues	21,006,707	18,787,912	12,870,787	(5,917,125)	(31.49%)				
Expenditures									
Salaries	2,573,977	2,695,650	2,786,974	91,324	3.39%				
Personnel Benefits	557,897	601,596	667,750	66,154	11.00%				
Supplies	502,811	375,000	435,000	60,000	16.00%				
Other Services And Charges	1,471,460	1,703,835	1,647,835	(56,000)	(3.29%)				
Interfund Services	58,837	73,080	67,822	(5,258)	(7.19%)				
Capital Outlays	5,541,049	10,550,000	4,530,000	(6,020,000)	(57.06%)				
Debt Service: Principal	399,904	614,240	823,510	209,270	34.07%				
Debt Service: Interest & Related Costs	658,942	1,402,237	1,052,093	(350,144)	(24.97%)				
Interfund Payments for Services	947,527	772,274	859,803	87,529	11.33%				
Total Expenditures	12,712,404	18,787,912	12,870,787	(5,917,125)	(31.49%)				

Planning and Development Services: Revenues and Expenditures								
	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget			
Revenues								
Intergovernmental Revenue	48,752	0	0	0	100.00%			
Charges For Services	11,114,871	13,662,074	12,561,903	(1,100,171)	(8.05%)			
Miscellaneous Revenues	661,401	480,000	454,210	(25,790)	(5.37%)			
Operating Transfers In	1,176,491	1,328,036	1,312,700	(15,336)	(1.15%)			
Sub-Total Revenues	13,001,515	15,470,110	14,328,813	(1,141,297)	(7.38%)			
Decrease in Fund Balance	0	444,869	608,954	164,085	36.88%			
Total Revenues	13,001,515	15,914,979	14,937,767	(977,212)	(6.14%)			
Expenditures								
Salaries	9,444,423	9,331,474	8,603,147	(728,327)	(7.81%)			
Personnel Benefits	2,130,049	2,045,458	2,053,983	8,525	0.42%			
Supplies	104,021	169,000	169,000	0	0.00%			
Other Services And Charges	422,059	1,224,403	919,996	(304,407)	(24.86%)			
Interfund Services	700,426	443,966	418,777	(25,189)	(5.67%)			
Capital Outlays	2,672	50,000	66,300	16,300	32.60%			
Debt Service: Principal	0	0	68,436	68,436	0.00%			
Debt Service: Interest & Related Costs	2,530,721	2,650,678	2,638,128	(12,550)	(0.47%)			
Interfund Payments for Services	9,444,423	9,331,474	8,603,147	(728,327)	(7.81%)			
Total Expenditures	15,334,371	15,914,979	14,937,767	(977,212)	(6.14%)			

SECTION IV: Revenue and Expense Summaries (continued)

Insurance: Revenues and Expenditures									
-	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget				
Revenues									
Miscellaneous Revenues	9,464,157	7,724,614	8,730,542	1,005,928	13.02%				
Sub-Total Revenues	9,464,157	7,724,614	8,730,542	1,005,928	13.02%				
(Incr)/Decr in Net Avail Resources	0	(1,238,394)	0	1,238,394	(100.00%)				
Total Revenues	9,464,157	6,486,220	8,730,542	2,244,322	34.60%				
Expenditures									
Salaries	874,296	921,987	936,879	14,892	1.62%				
Personnel Benefits	177,631	173,434	180,385	6,951	4.01%				
Supplies	22,839	27,413	28,704	1,291	4.71%				
Other Services And Charges	5,578,414	4,935,961	7,101,392	2,165,431	43.87%				
Interfund Services	324,713	351,358	403,938	52,580	14.96%				
Capital Outlays	107,261	76,067	79,244	3,177	4.18%				
Interfund Payments for Services	874,296	921,987	936,879	14,892	1.62%				
Total Expenditures	7,085,154	6,486,220	8,730,542	2,244,322	34.60%				

Real Estate Excise Tax: Revenues and Expenditures									
-	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget				
Revenues									
Taxes	10,411,873	10,580,672	10,580,672	0	0.00%				
Sub-Total Revenues	10,411,873	10,580,672	10,580,672	0	0.00%				
Decrease in Fund Balance	0	762,916	2,400,366	1,637,450	214.63%				
Total Revenues	10,411,873	11,343,588	12,981,038	1,637,450	14.44%				
Expenditures									
Interfund Services	10,771,230	11,343,588	12,981,038	1,637,450	14.44%				
Total Expenditures	10,771,230	11,343,588	12,981,038	1,637,450	14.44%				

Equipment Rental and Revolving: Revenues and Expenditures					
	2001 Actual	2002 Budget	2003 Budget	\$Change 02 Budget	%Change 02 Budget
Revenues					
Charges For Services	1,507,901	4,203,298	4,225,597	22,299	0.53%
Miscellaneous Revenues	11,109,938	11,268,475	11,361,304	92,829	0.82%
Disposition of Fixed Assets	344,028	427,560	533,220	105,660	24.71%
Sub-Total Revenues	12,961,867	15,899,333	16,120,121	220,788	1.39%
(Incr)/Decr in Net Avail Resources	0	1,589,912	2,760,227	1,170,315	73.61%
Total Revenues	12,961,867	17,489,245	18,880,348	1,391,103	7.95%
Expenditures					
Salaries	2,220,637	2,406,847	2,573,823	166,976	6.94%
Personnel Benefits	578,193	580,490	651,346	70,856	12.21%
Supplies	3,725,525	6,474,163	6,474,163	0	0.00%
Other Services And Charges	457,233	570,076	580,783	10,707	1.88%
Capital Outlays	0	527,250	0	(527,250)	(100.00%)
Debt Service: Principal	4,379,536	5,812,233	7,432,976	1,620,743	27.89%
Debt Service: Interest & Related Costs	70,000	75,000	75,000	0	0.00%
Interfund Payments for Services	95,357	91,639	91,639	0	0.00%
Total Expenditures	12,227,423	17,489,245	18,880,348	1,391,103	7.95%

Section 5: Budget Notes. The 2003 budget is subject to the following additional restrictions, explanations, and clarifications:

- 1. **REET project funding**: A significant amount of REET funding is allocated to capital projects in multi-year funds. In order to better determine the precise REET expenditures that have been made for the capital projects, and to reconcile REET funding already transferred but not yet expended, or expended for projects other than originally intended, County Council requests that a complete reconciliation of all REET funded capital projects in the multi-year funds be completed and presented at a Finance Committee meeting by April 30, 2003. A plan will be developed with the Executive to enable REET funds to remain in Real Estate Excise Tax Fund 191 until the expenditures are contractually committed.
- **2.** <u>Timing of filling authorized positions</u>: Frequently there is a lag between the time an fte position is authorized, and the time the position is filled. Therefore the budgeted allocation for new positions in the adopted budget may be in excess of what is actually needed. The executive is directed to determine the amount of salary and benefit savings from newly approved general fund fte's hired after January 1, 2003 and transfer that amount from the department budget to the appropriate reserve account pursuant to SCC 4.26.130.

3. Efficiencies Implementation:

- a) The Council concurs that the County Executive should begin immediate review and implementation where possible of cost efficiency measures in the following four areas: Jail Cap, Sheriff Shift Scheduling, Pre-Trial Release, and acceleration of the DIS L&J Integration Project.
- b) \$500,000 Efficiencies Contingency: \$500,000 has been included in L&J RCO for L&J efficiencies implementation in 2003. Council intends to convene a forum of L&J system members to review an additional 5 to 10 efficiency measures for potential implementation in 2003. These measures may include but are not limited to: 1) automated tele messaging of reminders to defendant's about court dates, places, and times and potential staffing to correct wrong addresses for transient defendants; 2) potentially fund an FTE to create "real" alternatives to incarceration that Judges agree on. The position will be proactive in identifying for the PA, defense attorneys, and judges those cases appropriate for alternatives, as well as setting up the program and troubleshooting problems; 3) Review book and/or cite and release programs. Other potential expenditures include:
 - 1) <u>Forum Staff</u>: \$72,000 out of the \$500,000 has been reserved to fund 1 staff project position to assist the forum in their review of efficiency measures.
 - 2) <u>Acceleration of L&J Integrated Systems Project</u>: \$60,000 has been reserved for DIS to accelerate the L&J integrated Systems Project. DIS

- will provide Council with quarterly reports on the status of this high priority project. Finance will work with DIS to estimate costs and provide financing options to Council no later than June 30, 2003 (including potential use of Homeland Security Grants and Cops Technology grants).
- 3) Corrections Computerized Reporting: \$25,000 has been reserved for DIS to upgrade Corrections data reports. DIS will work with Corrections to provide L&J/HS Committee with recommendations on priority upgrades to Corrections reporting utilizing the ILPP Efficiency study information and the 2000 Performance Audit of Corrections Overtime information.
- 4) <u>Human Services Grant Writer</u>: \$50,000 has been reserved for Human Services to 100% GF a Grant Writer FTE. Human Services will provide quarterly reports, beginning July 2003 to the L&J/HS Committee on potential fund sources this position has identified and applied for focused on the Law & Justice system. This position has been added as a project position thru December 31, 2003 and will be evaluated Fall 2003 for continuation.
- c) <u>Justice System Summit:</u> Council intends to partner with the Executive branch and the judicial branch to convene a Justice System Summit. This summit will bring together the perspective and expertise of the three branches of government to discuss Alternatives to Incarceration and other matters that provide modified approaches to relieving jail crowding.
- d) Sheriff Efficiency Implementation: By February 28, 2003, the Sheriff's Office and Finance will provide recommendations to the L&J/HS Committee for Sheriff's Office efficiency implementation with on-going savings ear-marked for hiring additional deputies to address staffing needs. The recommendations will include fiscal impacts, with 2003 and 2004 projected savings identified.

4. Corrections:

- a) Position Reclassification: Following the results of the planned independent staffing study, the executive is authorized to reclassify the four restored positions (three control room officers and one corrections assistant) to corrections officers. The executive will develop a method for assignment of overtime in the jail and provide a report and briefing to the Law Justice and Human Services Committee by May 1, 2003 on the new method. The method of overtime assignment will be developed jointly with the executive, jail management, non-management jail staff, and union representatives.
- b) <u>Staffing Contingency</u>: The equivalent of 5 FTEs Correction Officers funding of \$238,749 has been placed in L&J RCO to potentially fund corrections staffing efficiencies. The Executive will provide a recommendation to the Law & Justice/ Human Services Committee by May 1, 2003 on options to reduce overtime use at county detention facilities.
- c) <u>Training and Protective Vests</u>: The Executive will provide quarterly reporting on: correctional staff training and a review of safety equipment for staff. By September 2003, the Executive will provide Council with a plan and a potential budget to meet correctional staff safety training standards and the provision of protective vests and other safety equipment when the new jail opens.
- 5. New Sheriff Office FTEs: Council recognizes the need for additional patrol deputies and therefore has shifted funding, which would have added 4 new detectives, 2 law enforcement technicians, and a technology administrator, to Sheriff deputies assigned to Patrol. The Council further recognizes that the Sheriff placed a high priority on the original positions requested and authorizes the Sheriff to staff the original positions as proposed, if the Sheriff determines that it is in the County's best interest to do so.
- **6.** <u>Juvenile Services DJJC Kitchen</u>: .5 FTE new Cook position and expenditure of \$84,985 in equipping costs shall be contingent upon Council review and approval to proceed. Juvenile Services will provide for Council review by March 2003 an updated cost/benefit analysis on the opening of full kitchen service at the Denny Juvenile Justice Center compared to meal service continuing out of the Jail.
- 7. Secure Rural Schools Self-Determination Act 2nd Year Funding: \$340,000 will be placed in GF contingency with the intent to fund \$220,000 Sheriff helicopter upgrades and \$120,000 for other Search and Rescue Program costs. Expenditure of these funds will be contingent upon a 45-day public comment period and final direction by Council on spending allocation upon closure of the comment period.
- **8.** Motorcycle Revenue and Staffing Review: The Sheriff will provide for Council review motorcycle unit revenues received to date by August 1, 2003 and an analysis of

- motorcycle staff impacts. If revenues run higher than budgeted, Council may consider funding staff impacts in the District Court or Sheriff's Office.
- **9.** Sheriff Evidence Facility Review: Council requests that the Sheriff approach cities this January about participating in the new Evidence storage facility. The Sheriff will provide a report to Council on city interest by July 1, 2003 and staffing needs.
- **10.** <u>Surface Water Management ACP</u>: No later than February 28, 2003, the SWM Division will review the ACP for consistency with the DNR priority project list. A report will be made to the Council that includes any discrepancies between the ACP and the DNR list, and recommendations for revisions to the ACP.
- 11. <u>Private Detention Facilities</u>: No later than June 30, 2003, the SWM Division will make recommendations to the Council regarding the maintenance of private detention facilities. The report will include options for phasing out of maintaining private facilities, options for billing residents to recover costs for County services, and options for contracting with private providers to conduct maintenance work.
- **12. SWM Construction**: No later than March 31, 2003, the SWM and Roads Divisions will report to the Council on the feasibility of shifting responsibility for managing SWM construction projects to Engineering Services.
- **13.** <u>Drainage District #6</u>: The appropriation for SWM in the amount of \$372,179 for Drainage District 6 as described in the SWM ACP is contingent upon Council adoption of a plan for the district.
- **14.** West Nile Virus: The SWM and Roads Divisions will work collaboratively with the Snohomish Health District on the development of a West Nile Virus response plan. A report on the plan will be presented to the Council no later than February 28, 2003.
- **15. <u>SWM Justification</u>**: On or before March 31, 2003, the SWM Division will provide to the Council justification for the continuation of all SWM programs. No more than 25% of the total SWM 2003 appropriation shall be expended before the report is received, unless further appropriation is approved by the Council.

- **16. SWM Grant Approval**: The Council requests that the Executive notify the Council of all grant applications by SWM that require match funds of more than \$50,000 prior to submission of the application. Failure to provide such advanced notice may result in the Council denying acceptance of grant funds.
- **17.** <u>Solid Waste Armored Car Service</u>: The appropriation of \$63,000 for the armored car service decision package is contingent upon presentation of a report to the Council on 1) options for consolidating service with other county armored car contracts, and 2) an analysis of the costs for other options including private security firms for cash deliveries.
- **18.** Roads Interfund Transfers to Sheriff's Office: No later than March 31, 2003, the Roads Division will work with the Sheriff's Office to conduct a study of expenditures from the Road Fund for traffic enforcement activities provided by the Sheriff's Office. The report will include a methodology for determining the appropriate level of funding that should be supported by the Road Fund.
- 19. <u>Leased Vehicles</u>: No later than May 31, 2003, a report shall be presented to the Council on the comparative costs and benefits of leasing rather than purchasing passenger vehicles. The report shall include information gathered from other counties and municipalities regarding their leasing polices and practices.
- **20.** Extending Vehicle Mileage: No later than May 31, 2003, a report shall be presented to the Council on the comparative costs and benefits of extending the average lifetime for passenger vehicles to 120,000 miles.
- **21.** <u>Airport Master Plan</u>: Any fiscal impacts on the County resulting from changes to the Master Plan shall be financed using Airport enterprise funds, subject to approval by the Council as provided by law.
- **22.** <u>Department of Information Services</u>: The department recognizes that in the area of telecommunication service, revenues have been exceeding expenditures, and that a thorough review of charges and accounting systems needs to take place. The department has begun such a review beginning in October 2002. They are requested to report to Council Operations Committee by May 1, 2003 on the following:
 - a) Cost avoidance identify configuration alternatives that will lower costs for long distance charges;
 - b) Billing analysis clarify cost recovery and overhead distribution to assure that charges appropriately reflect costs; and
 - c) Performance and redundancy alternatives identify ways to increase telecommunications performance (including data services for internet and public access), redundancy and fault tolerance.
- **23.** <u>Facilities Management Department</u>: Movement of the facilities maintenance function from Corrections department to Facilities department raises a number of issues including

organization, union membership, specialized training, security clearance, safety, control and various operational protocols. A transition plan is being dev eloped by Corrections, Facilities and the Executive's office to address the issues involved in this transition. This plan is expected to be finalized in December prior to the move. Council requests that the Executive review this transition plan with Council in Law and Justice Committee by the end of the year, and to update this review quarterly in 2003.

- **24.** Redistribution of Functions of Office of Housing and Community Development: No later than June 30, 2003, the Executive shall submit to the County Council an analysis of the pros and cons associated with assigning the functions of the Office of Housing and Community Development to other departments. The pros and cons may include efficiencies gained by consolidation of functions, the reduction of identified overlap or duplication; as well as disbenefits associated with the centralization of functions.
- **25. Project Systems Analyst Contingency**: Appropriation of \$58,957 for the OHCD Project Systems Analyst 1-yr. Project position is contingent upon County Council approval of expenditure after receiving and reviewing the 6/30/03 report from the Executive referred to in Budget Note entitled "Redistribution of Functions of Office of Housing and Community Development."
- **26. PDS Support of SCT:** PDS shall report to County Council no later than August 31, 2003 with a detailed break out of all FTEs, costs and other resources thus far expended in 2003 in support of all SCT activities.
- **27. Alarm Companies:** The Executive will form a workgroup, including the Sheriff's Office, Prosecuting Attorney's Office, and others to investigate how to reduce false alarm responses. The workgroup will report to the L & J Committee by August 2003. The report may include consideration of separate code that addresses alarm companies duties and responsibilities, penalties, and licensing and/or changes in the Alarm Fine Ordinance.

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